Warehouse Inspection Reports- Base Metals.
By MCXCCL External Audit Agency

Warehouse Inspection Reports of April-2025

INDEX

1. Warehouse Inspection Reports by MCXCCL External Audit Agency for **Base Metals**- April-2025 (Reports- 01 to 05)

Anurag Bhaiyya & Associates
CHARTERED ACCOUNTANTS
Address : Plot No. 77, First Floor, Morya Apartment, Telecom Nagar, Nagpur - 440022
Head Office :
Near Bus Stand, Station Area,
Murtizapur, Dist. Akola - 444107
Mob.: 9405943778, 7972669519
Email : caakshaykumar11@gmail.com

Warehouse Audit Report

Date of Regular/Surprise Audit	07/04/25	Delivery Centre	KOLKATA
Time in and Time out	4:45-6:45 PM	Address of Warehouse	JALAN INDUSTRIAL COMPLEX, GATE NO-1, JANGALAPUR, KESABPUR, HOWRAH, WEST BENGAL-711411
Name of Warehouse	STEINWEG-SHARAF INDIA PRIVATE LIMITED -ALKA BUSINESS LLP.		
Name of Auditor	AMIT SINGH	Name of Warehouse Manager	SAIKAT CHOWDHURY
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency , if external	28/3/25 PRASANT SINHA MCXCCL	Capacity of Warehouse	1500 MT
		Capacity Utilization of warehouse (%)	48.55%

Stock Reconciliation:

Commodity	Stock Quantity as on 03/04/2025 (closing balance)				Difference if any	Remarks
	Quantity as per MCXCCL (MT)	Quantity as per WSP MIS (MT)	Quantity as per WSP Warehouse record (MT)	Quantity as per Physical Verification (MT)		
1.ALUMINIUM MINI						
i. Valid Stock	685	685	685	540	145	LIFTED DATED 04.05.2024 AND 05.04.2024 VIA VARIOUS DO'S
ii. Under QC	-	-	-	-	-	
iii. Rejected	-	63	63	26	37	
iv. FED	-	-	-	-	-	
v. Non-exchange	-	-	-	-	-	
Total	685	748	748	566	182	
	Stock Quantity as on 03/04/2025 (closing balance)					

Commodity	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)	Difference if any	Remarks
1.ALUMINIUM SOW BARS						
i. Valid Stock	192	192	192	192	-	
ii. Under QC	-	-	-	-	-	
iii. Rejected	-	-	-	-	-	
iv. FED	-	-	-	-	-	
v. Non-exchange	-	-	-	-	-	
Total	192	192	192	192		

Commodity	Stock Quantity as on 03/04/2025 (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.ALUMINIUM T BARS						
i. Valid Stock	119	119	119	119	-	
ii. Under QC	-	-	-	-	-	
iii. Rejected	-	-	-	-	-	
iv. FED	-	-	-	-	-	
v. Non-exchange	-	-	-	-	-	
Total	119	119	119	119		

Observations/Recommendations:

Nil Observations

Audit Summary:

Over all Maintenance of Warehouse is satisfactory.
15 Bundles of non-exchange stock of Nickel Briquettes were kept in warehouse and approval for same has been obtained

Verification status of Previous Audit:

By MCXCCL audit conducted on 28/03/2025: NIL OBSERVATION REPORTED
By MCXCCL External audit conducted by M/S TRUE QUALITY CERTIFICATION as on 14 OCT2024: NIL AUDIT OBSERVATION WAS REPORTED
By WSP Internal audit conducted on 03/01/25: NIL AUDIT OBSERVATION REPORTED
By WSP External audit conducted as on – 02/01/25:NIL AUDIT 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	 NA NA YES NA NA NA NA NA
2b	Metal & Cotton - no straps should be broken in exchange deliverable stocks	YES
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	YES
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	YES
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	YES
7	Whether overwriting / corrections are found in lot cards?	NO
8	Whether suitable dunnage material, as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	N/A
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /retested is done within two working days of transaction?	N/A
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	NA
11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	NO
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	YES

13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	YES-REJECTED STOCK

	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	N/A
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	NA
16	Has WSP stored its 'own' commodity in the warehouse?	YES
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	YES, NON-EXCHANGE STOCK STORED
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	YES
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	NA
20	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, 31/12/24/
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	YES-03
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	G VISIONERS 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?	OUTSIDE THE WAREHOUSE PREMISES
9	Whether there are proper night lighting in warehouse premises for the security purpose?	YES
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	YES
11	Whether the board of "Complaint/feedback register available at warehouse" is displayed at the warehouse? (Pls mention the place of display of the board)	YES.
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	4
	b. No. of Sand Buckets	15
	c. Capacity of water tank available as per operational guidelines?	(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 , EXPIRY DATE 7/11/25
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	YES,
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	YES , 14/10/24

15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	YES,2/01/25

16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	YES BY SECURITYAGENCY GVISIONERS SECURITY 02.01.2025
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	NA
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	N/A
19	Whether Live Electricity connection found inside the godown where cotton is stored?	N/A
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	YES
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NA
23	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	HIGH Q	
B	0-3 MT	
C	13/6/25	
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	NO SUCH INSTANCE FOUND
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	NA
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	YES DATED 02.04.2025
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	YES

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

Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	YES
2	Is there any roof leakage / Infrastructure damage? If Yes, whether the incident record updated with details?	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 and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	YES
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	NO
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	NA
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	YES
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	YES 07.01.2025
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	YES
10	Whether Handling equipment available?	YES
11	Whether the walls are properly plastered and painted/white washed and are free from cracks and crevices?	YES
12	Whether adequate ventilators and air inlets are available? (Mention no. of ventilators and air inlets)	YES
13	Whether the WH office is inside the godown? (not acceptable for cotton)	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
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 equipment viz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	N/A
1a	Is moisture meter available at warehouse?	N/A
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 trunk in 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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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 not with 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?	NO IMPORTED GOODS
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?	NO
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?	NO
10	Whether the annual Inspection of electrical points done or not? Check the record.	YES ,1/7/24
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 INCIDENCE REGISTER IS MAINTAINED LAST RECORD WAS OF 31/3/25
12	Same commodity non-exchange goods shall not be kept mingled in the same warehouse which is used for MCXCCL purposes.	YES
13	Whether all re-mated stock physically delivered from the warehouse and not stored as non-exchange/professional goods.	YES
14	Is there any sign of corrosion in stored stocks?	NO

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Inspection Details

Date of Inspection	07/04/25	UDIN-25190233BMKQRY7699
Signature	AKSHAYKUMAR MAHESHKUMAR BOOB Digitally signed by AKSHAYKUMAR MAHESHKUMAR BOOB Date: 2025.04.24 13:59:30 +05'30'	
Inspection Done By	ANURAG BHAIYA AND ASSOCIATES	
Maker		Checker
AMIT KUMAR SINGH		AKSHAYKUMAR BOOB

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Warehouse Audit Report

Date of Regular/Surprise Audit	09/04/2025	Delivery Centre	RAIPUR
Time in and Time out	10:50 AM TO 12:46 PM	Address of Warehouse	SONDONGRI 4 INDUSTRIAL AREA RAIPUR CG 492099
Name of Warehouse	STEINWEG SHARAF INDIA PVT LTD- AMRIT UDYOG PVT LTD Raipur		
Name of Auditor	KANHA AGRAWAL	Name of Warehouse Manager	MR SAMEER KUMAR
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency , if external	DILIP KUMAR 18.10.2024	Capacity of Warehouse	3400 MT
		Capacity Utilization of warehouse (%)	8.82% (APPROX)

Stock Reconciliation:

Commodity	Stock Quantity as on 07/04/2025 (closing balance)				Difference if any	Remarks
	Quantity as per MCXCCL (BUNDLES)	Quantity as per WSP MIS (BUNDLES)	Quantity as per WSP Warehouse record (BUNDLES)	Quantity as per Physical Verification (BUNDLES)		
1. ALUMINIUM INGOTS					-	-
i. Valid Stock	388	388	388	255	133	LIFTED ON 05.04.2025 VIA VARIOUS DO'S
ii. Under QC	-	-	-	-	-	-
iii. Rejected	3	3	3	3	-	-
iv. FED	-	-	-	-	-	-
v. Non-exchange	-	-	-	-	-	-
Total	391	391	391	258	133	-

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2. ALUMINIUM SOW INGOTS					-	-
i. Valid Stock	-	-	-	-	-	-
ii. Under QC	-	-	-	-	-	-
iii. Rejected	34	34	34	34	-	-
iv. FED	-	-	-	-	-	-
v. Non-exchange	-	-	-	-	-	-
Total	34	34	34	34	-	-

Commodity	Stock Quantity as on 07/04/2025 (closing balance)				Difference if any	Remarks
	Quantity as per MCXCCL (BUNDLES)	Quantity as per WSP MIS (BUNDLES)	Quantity as per WSP Warehouse record (BUNDLES)	Quantity as per Physical Verification (BUNDLES)		
3. ALUMINIUM T BARS					-	-
i. Valid Stock	8	8	8	8	-	-
ii. Under QC	-	-	-	-	-	-
iii. Rejected	-	-	-	-	-	-
iv. FED	-	-	-	-	-	-
v. Non-exchange	-	-	-	-	-	-
Total	8	8	8	8	-	-

Observations/Recommendations:

NIL

Audit Summary:

Over all Maintenance Of Warehouse is satisfactory.

Verification status of Previous Audit:

By MCXCCL audit conducted on : 14/02/2025- NIL AUDIT OBSERVATIONS
By MCXCCL External audit conducted by M/s. TRUE QUALITY CERTIFICATION as on 18/10/2024: NIL AUDIT OBSERVATION
By WSP Internal audit conducted on 02.01.2025: NIL AUDIT OBSERVATIONS
By WSP External audit conducted M/s. as on 03.01.2025: NIL AUDIT OBSERVATIONS

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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	 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	YES
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	YES
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	YES
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES
6	Whether lot cards in WSP format are placed on all the stored stocks with up-to-date entries of all transactions within two working days of transaction/receipt creation?	YES
7	Whether overwriting / corrections are found in lot cards?	NO
8	Whether suitable dunnage material, as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	N/A
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /retested is done within two working days of transaction?	N/A
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	NA
11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	NO
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	YES

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

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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.	10
5	Indicate number of security guards deployed shift wise.	2, 1-DAY AND 1- NIGHT
6	Mention name of the Security Agency offering security services at the WH	RAKESH KUSHWAHA
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?	OUTSIDE
9	Whether there are proper night lighting in warehouse premises for the security purpose?	YES
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	YES
11	Whether the board of "Complaint/feedback register available at warehouse" is displayed at the warehouse? (Pls mention the place of display of the board)	YES
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	6
	b. No. of Sand Buckets	30
	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.	N/A
	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	YES-07/04/2026
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	YES-25/01/2025
14	Whether mock drill for firefighting is conducted at least once in a year? Verify the record of mock drill.	YES- 25/01/2025

15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	YES-02/01/2025
16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	YES- ALL INDUSTRIAL FIRE SAFETY SERVICES - ANNUALY- 25/01/2025
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	N/A
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	N/A
19	Whether Live Electricity connection found inside the godown where cotton is stored?	N/A
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	YES
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	INSIDE
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	
A	**MANUAL WEIGHSCALE**	
B		
C	**17/09/2025**	
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	NO SUCH INSTANCES OBSERVED
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	NA
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	YES DATED 03.04.2025
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	YES

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

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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
4	Whether warehouse is having good drivable approach road & adequate parking space for vehicles?	YES
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	YES
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	YES
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	NO
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	NO
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	YES
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	04/11/2024 TO 09/04/2025
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	YES
10	Whether Handling equipment available?	YES- FORKLIFT
11	Whether the walls are properly plastered and painted/white washed and are free from cracks and crevices?	YES
12	Whether adequate ventilators and air inlets are available? (Mention no. of ventilators and air inlets)	YES
13	Whether the WH office is inside the godown? (not acceptable for cotton)	YES
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	CONCRETE
15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	YES
16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	YES

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

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	N/A
1a	Is moisture meter available at warehouse?	N/A
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 trunk in 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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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 not with 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?	YES
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?	NO
10	Whether the annual Inspection of electrical points done or not? Check the record.	YES 02/07/2024
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?	NO STRAP BROKEN
12	Same commodity non-exchange goods shall not be kept mingled in the same warehouse which is used for MCXCCL purposes.	NO
13	Whether all re-mated stock physically delivered from the warehouse and not stored as non-exchange/professional goods.	NO
14	Is there any sign of corrosion in stored stocks?	NO

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Inspection Details

Date of Inspection	09/04/2025	UDIN- 25190233BMKQRN4520
Signature	AKSHAYKUMAR MAHESHKUMAR BOOB Digitally signed by AKSHAYKUMAR MAHESHKUMAR BOOB Date: 2025.04.22 16:20:32 +05'30'	
Inspection Done By	ANURAG BHAIYYA AND ASSOCIATES	
Maker		Checker
KANHA AGRAWAL AND YADWENDRA SAHU		AKSHAYKUMAR BOOB

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Warehouse Audit Report

Date of Regular/Surprise Audit	12.04.2025	Delivery Centre	PALWAL
Time in and Time out	10:55 AM – 04:40 PM	Address of Warehouse	VPO-TATRPUR-PALWAL HARYANA
Name of Warehouse	NAVEEN SHARMA &DEEPAK WAREHOUSE		
Name of Auditor	NARAYAN DUTT	Name of Warehouse Manager	SHIVANSHU KUMAR
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency , if external	DATE 07 FEB 2025 NAME-MR.RAMDAS MCXCCL	Capacity of Warehouse	3000MT
		Capacity Utilization of warehouse (%)	3.3% only for MCXCCL stocks

Stock Reconciliation:

Commodity	Stock Quantity as on 09.04.2025 (closing balance)				Difference if any	Remarks
	Quantity as per MCXCCL (Bundles)	Quantity as per WSP MIS (Bundles)	Quantity as per WSP Warehouse record (Bundles)	Quantity as per Physical Verification (Bundles)		
1. Lead						
i. Valid Stock	163	163	163	99	64	LIFTED ON 11.04.2025 VIA VARIOUS DO'S
ii. Under QC	-	-	-	-	-	
iii. Rejected	-	-	-	-	-	
iv. FED	-	-	-	-	-	
v. Non-exchange	-	-	-	-	-	
Total	163	163	163	99	64	

Observations/Recommendations:

NIL

Audit Summary:

Overall Satisfactory,
Non-Exchange stocks of Zinc-567 Bundles, TIN-44 bundles, Lead-158 bundles and Aluminium-1 bundle was found in warehouse and approval for the same is obtained.

Verification status of Previous Audit:

By MCXCCL audit conducted on 07 FEB 2025: N i l audit observation
By MCXCCL External audit conducted by TRUE QUALITY CERTIFICATION as on 19 OCT 2024: – Company ID card of warehouse staff was found not available. (Mr. Shivanshu Kumar DOJ -14 October 2024)- Factual status were verified in subsequent MCXCCL audit conducted on 13 Dec 2024 and found closed. Current status- Nil observations.
By WSP Internal audit conducted on 3 JAN 2025. Nil audit observation
By WSP External audit conducted BY JHS AND ASSOCIATES as on 4JAN 2025- Nil audit observation

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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	 NA NA NA YES NA NA NA
2b	Metal & Cotton - no straps should be broken in exchange deliverable stocks	YES
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	YES
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	YES
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	YES
7	Whether overwriting / corrections are found in lot cards?	NO
8	Whether suitable dunnage material, as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	NA
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /retested is done within two working days of transaction?	NA
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	NA
11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	NO
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	YES

13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	NO
	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	-
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	NO
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	NO
16	Has WSP stored its 'own' commodity in the warehouse?	NON-EXCHANGE GOODS ARE STORED
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	NO
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	YES
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	NA
20	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 28/12/24
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	2
5	Indicate number of security guards deployed shift wise.	2, 1 DAY AND 1 NIGHT
6	Mention name of the Security Agency offering security services at the WH	SURAKSHA
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?	INSIDE WAREHOUSE PREMISES
9	Whether there are proper night lighting in warehouse premises for the security purpose?	YES
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	YES
11	Whether the board of "Complaint/feedback register available at warehouse" is displayed at the warehouse? (Pls mention the place of display of the board)	YES
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	4
	b. No. of Sand Buckets	20
	c. Capacity of water tank available as per operational guidelines?	500 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.	NA
	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	YES EXP 26-6-2025
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	YES 25-01-2025
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	YES DATE : 25 JAN 2025
15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	YES LAST TRAINING 25-01-2025

16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	YES BY NAVIN MUKATI (JICS LOGISTICS LTD) PREVIOUS TRAINING 25-01-2025
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	NA
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	NA
19	Whether Live Electricity connection found inside the godown where cotton is stored?	NA
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	YES
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NA
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	INSIDE
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of Calibration	
A		
B	MANUAL WEIGH SCALE	
C	EXPIRY DATE 22-05-2025	
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	YES
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	NA
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	YES DATED 04.04.2025
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	YES

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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	Whether eNWR/E-receipt is generated based on receipt of original DTD/ photo copy/ DTD Digitally signed by the beneficiary client/ depositor?	YES
4	Whether the following registers are available and updated at Warehouse or not? Are the records kept in safe custody with lock facility?	YES
	• Warehouse opening-closing Register	YES
	• Daily Transaction Register	YES
	• Complaint Register	YES
	• Stack wise/Lot wise register Physical/Electronic form	YES
	• PV Register	YES
	• Instrument/Equipment Internal Calibration Register	YES
	• Gate in gate out cum Visitor Register	YES
	• Spot Rejection Register	YES
	• Sample register	YES
	• Incidence records /Notices register	YES
	• Lien register	YES
	• Pest control activity register	YES
	• Key distribution register	YES
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	YES, BUT APPROVAL TAKEN
6	Whether the transaction wise weighbridge receipts for deposit/withdrawal are available at the warehouse or not?	YES
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	YES
7a	Whether WSP has taken approval from MCXCCL for storage of partial lot created out of overload of lorry in a demarcated area?	YES
8	Whether separate entries are done for Exchange & Non-Exchange stock?	YES
9	Whether a copy of updated WSP SOP and warehouse operations manual available at the warehouse?	YES
10	Whether the Warehouse is registered under relevant State/ Central Warehousing Authority/Gram Panchyat? If Yes, License copy to be available at warehouse.	YES
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES
12	Whether lot wise beneficiary details and electronic receipts available at the warehouse either in electronic or printed form?	YES
13	Whether the valid stocks are as per CCRL/Comris system record?	YES
14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	YES

Observation on WH Infrastructure

Sr. No.	Parameters	Observation
1	Warehouse condition (both internal/external) is in sound and store worthy condition?	YES
2	Is there any roof leakage / Infrastructure damage? If Yes, whether the incident record updated with details?	NO
3	Whether the warehouse is well- protected by pucca boundary wall / barbed wire fencing?	YES
4	Whether warehouse is having good drivable approach road & adequate parking space for vehicles?	YES
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	YES
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	YES
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	NO
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	NA
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	YES
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	YES 12-01-2025
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	YES
10	Whether Handling equipment available?	YES, HYDRA CRANE
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 VENTILATORS-6
13	Whether the WH office is inside the godown? (not acceptable for cotton)	OUTSIDE
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	CONCRETE
15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	YES
16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	YES

17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	YES

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

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	NA
1a	Is moisture meter available at warehouse?	NA
1b	Last calibrated on ..... (dd/mm/yyyy)	NA
2	Is inward /outward moisture checked or not? (lot wise moisture record) in case of cotton	NA
3	Are necessary sampling details updated on sample tag within one working day? (Name of warehouse, date of sampling, stack no, lot No.)	NA
4	Is Reference sample duly sealed & signed by the WH official/in charge?	NA
5	Is signature of beneficiary/Client or authorized personal of the client is taken on reference sample?	NA
6	Is the sample storage area secure and demarcated? Are the samples kept in rack / pallet / in Almirah or trunk in the sample storage area?	NA
7	Whether Reference samples with all relevant details kept in proper custody until the lot is present in the warehouse?	NA
8	Is record for courier of samples to the assayer available?	NA
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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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 not with 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?	NO IMPORTED GOODS
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?	NO, 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)	YES
9	Whether mixing of bundle(s) of different brands are observed?	NO
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.	NO
13	Whether all re-mated stock physically delivered from the warehouse and not stored as non-exchange/professional goods.	NO
14	Is there any sign of corrosion in stored stocks?	NO

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Inspection Details

Date of Inspection	12/04/2025	UDIN-25190233BMKQRH3908
Signature	AKSHAYKUMAR MAHESHKUMAR BOOB Digitally signed by AKSHAYKUMAR MAHESHKUMAR BOOB Date: 2025.04.17 13:24:39 +05'30'	
Inspection Done By	ANURAG BHAIYA & ASSOCIATES	
Maker		Checker
NARAYAN DUTT		AKSHAYKUMAR BOOB

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Warehouse Audit Report

Date of Regular/Surprise Audit	09/04/2025	Delivery Centre	RAIPUR
Time in and Time out	01:17 PM TO 04:30 PM	Address of Warehouse	OPP BEST PRICE RING ROAD02 BHANPURI RAIPUR CG 492009
Name of Warehouse	JICS LOGISTICS LTD PURUSHOTTAM PATEL WAREHOUSE RAIPUR		
Name of Auditor	KANHA AGRAWAL	Name of Warehouse Manager	MR ARUNENDRA VISHVKARMA
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency , if external	BY JHS ON 02.01.2025	Capacity of Warehouse	2200 MT
		Capacity Utilization of warehouse (%)	12 % (APPROX)

Stock Reconciliation:

Commodity	Stock Quantity as on 07/04/2025 (Closing balance)				Difference if any	Remarks
	Quantity as per MCXCCL (Bundles)	Quantity as per WSP MIS (Bundles)	Quantity as per WSP Warehouse record (Bundles)	Quantity as per Physical Verification (Bundles)		
1. ALUMINIUM MINI						
i. Valid Stock	305	305	305	250	55	LIFTED VIA DO NO 2784&2785 DATED 08.04.2025
ii. Under QC	-	-	-	-	-	-
iii. Rejected	3	3	3	3	-	-
iv. FED	-	-	-	-	-	-
v. Non-exchange	-	-	-	-	-	-
Total	308	308	308	253	-	-

Observations/Recommendations:

NIL

Audit Summary:

Over all Maintenance Of Warehouse is satisfactory.

Verification status of Previous Audit:

By MCXCCL audit conducted on: 13/02/2025: NIL AUDIT OBSERVATIONS
By MCXCCL External audit conducted by M/s. True Quality Certification as on 23/10/2024: NIL AUDIT OBSERVATIONS
By WSP Internal audit conducted on 04.01.2025. Comments on current status NIL AUDIT OBSERVATIONS
By WSP External audit conducted M/s. JHS as on 02.01.2025: Comments on current status NIL AUDIT OBSERVATIONS

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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	 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	YES
3	Whether the stacking of the stock is done as per WDRA guidelines (as applicable) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	YES
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	YES
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES
6	Whether lot cards in WSP format are placed on all the stored stocks with up to date entries of all transactions within two working days of transaction/receipt creation?	YES
7	Whether overwriting / corrections are found in lot cards?	NO
8	Whether suitable dunnage material, as per good warehousing practices available (except mentha oil/ metals) for stored goods ?	N/A
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /retested is done within two working days of transaction?	N/A
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	N/A
11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	N/A

12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	YES
13	Is any FED Stock lying for more than 3 months? / Any rejected stock lying in warehouse?	YES- REJECTED STOCK

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

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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.	3
5	Indicate number of security guards deployed shift wise.	2, 1-DAY AND 1-NIGHT
6	Mention name of the Security Agency offering security services at the WH	ROYAL SPARK
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?	OUTSIDE
9	Whether there are proper night lighting in warehouse premises for the security purpose?	YES
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	YES
11	Whether the board of "Complaint/feedback register available at warehouse" is displayed at the warehouse? (Pls mention the place of display of the board)	YES
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	4
	b. No. of Sand Buckets	20
	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
	f. Whether fire extinguishers are valid & in working condition? Are the expiry dates/next-due date clearly visible?	YES-12/02/2026
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	YES-01/01/2025
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	YES -16/04/2024

15	Is the Warehouse Manager/ Supervisor of the WSP trained in handling warehousing operations, specifically for MCXCCL? Is the skill enhancement training given to the staff in an interval of 6 months? Verify the training record.	YES-01/01/2025

16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	YES- MARUTI TRADELINK DT. 01.01.2025
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	N/A
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	N/A
19	Whether Live Electricity connection found inside the godown where cotton is stored?	N/A
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	YES
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NO
23	Availability of functional, Valid and calibrated weighbridge (Inside / Outside complex)-for base metals – 3 /5 MT capacity (Yes/No)	INSIDE
	Name of weighbridge/manual weigh scale –WB capacity (MT)- Expiry date of calibration	
A	**MANUAL WEIGHSCALE**	
B		
C	**05/02/2026**	
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	NO SUCH INSTANCES OBSERVED
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	N/A
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	YES
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	YES

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

14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	YES

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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
4	Whether warehouse is having good drivable approach road & adequate parking space for vehicles?	YES
5	Whether flooring is even without major cracks / crevices/ dampness or required major structural repairing?	YES
6	Whether hygiene & cleanliness inside the warehouse & premises and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	YES
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	NO
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	NO
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	YES
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	28/10/2024 TO 09/04/2025
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	YES
10	Whether Handling equipment available?	YES- FORKLIFT
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)	VENTILATOR 13 NO TURBO 05 NO
13	Whether the WH office is inside the godown? (not acceptable for cotton)	OUTSIDE GODOWN
14	Mention type of Flooring : Concrete / Stones / Tiles / / trimix/ Bricks flooring (Mentha Oil WH) /No flooring/Other	CONCRETE FLOORING
15	Whether the warehouse has adequate plinth (elevation from ground level) as per WDRA norm?	YES

16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	YES
17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	YES

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

Observation on Quality Operation

Sr. No.	Parameters	Observation
1	Is cotton bales moisture meter in working condition or Not? If not then has the same been recorded in incident register available at warehouse?	N/A
1a	Is moisture meter available at warehouse?	N/A
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 trunk in 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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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 not with 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?	YES
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?	NO
10	Whether the annual Inspection of electrical points done or not? Check the record.	YES 21/10/2024
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.	NO
13	Whether all re-mated stock physically delivered from the warehouse and not stored as non-exchange/professional goods.	NO
14	Is there any sign of corrosion in stored stocks?	NO

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Inspection Details

Date of Inspection	09/04/2025	UDIN-25190233BMKQRI2609
Signature		
Inspection Done By	ANURAG BHAIYYA AND ASSOCIATES	
Maker		Checker
KANHA AGRAWAL		AKSHAYKUMAR BOOB

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Warehouse Audit Report

Date of Regular/Surprise Audit	07/04/2025	Delivery Centre	KOLKATA
Time in and Time out	10:32/04:07	Address of Warehouse	SANKRAIL INUSTRIALPARK DHULAGORI, DIST-HOWRAH PIN-711302
Name of Warehouse	JICS LOGISTICS LIMITED-TIRUPATI BALAJI EARTH WORKS PVT LTD.		
Name of Auditor	ALOK RAI	Name of Warehouse Manager	BINOD KUMAR MALI
Date of Previous Audit & Name of previous Auditor (MCXCCL/WSP/External) Also name of Agency , if external	04/04/25 KARAN BEKARE JICS	Capacity of Warehouse	5000 MT
		Capacity Utilization of warehouse (%)	NIL

Stock Reconciliation:

Commodity	Stock Quantity as on 03/04/2025 closing balance				Difference if any	Remarks
	Quantity as per MCXCCL BUNDLES	Quantity as per WSP MIS (BUNDLES)	Quantity as per WSP Warehouse record (BUNDLES)	Quantity as per Physical Verification (BUNDLES)		
1.ZINC						
i. Valid Stock	25	25	25	-	25	LIFTED VIA DO NO-2756 DATED 04.04.2025
ii. Under QC	-	-	-	-	-	
iii. Rejected	-	-	-	-	-	
iv. FED	-	-	-	-	-	
v. Non-exchange	-	-	-	-	-	
Total	25	25	25	-	25	

Observations/Recommendations:

NIL

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Audit Summary:

Over all Maintenance of Warehouse is satisfactory.
Non-Exchange stock of 24 BUNDLES of Zinc stored in warehouse and approval for the same is obtained.

Verification status of Previous Audit:

By MCXCCL audit conducted on 28/03/2025: NIL OBSERVATION REPORTED
By MCXCCL External audit conducted by: NOT YET CONDUCTED
By WSP Internal audit conducted on 03/01/25 BY JHS: NIL AUDIT OBSERVATION REPORTED
By WSP External audit conducted M/s. -BY JHS_as on – 09/01/25: NIL AUDIT 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	NA, 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) or as per MCXCCL? Whether stock is in countable position, stacking done appropriately & is there any co-mingling of lots?	NIL STOCK
4	Whether adequate alleyways & gangways between stacks & wall to stacks are kept for easy movement, aeration & chemical treatments, physical verification, etc.?	NIL STOCK
5	Whether proper stack layout / stacks plan displayed at warehouse floor?	YES
6	Whether lot cards in WSP format are placed on all the stored stocks with up-to-date entries of all transactions within two working days of transaction/receipt creation?	NIL STOCK
7	Whether overwriting / corrections are found in lot cards?	NIL STOCK
8	Whether suitable dunnage material, as per good warehousing practices available (except mentha oil/ metals) for stored goods?	N/A
9	Whether lot sealing/drum/drum sealing (for Mentha Oil) for all lots/drums deposited /retested is done within two working days of transaction?	N/A
10	Whether the Warehouse staff has checked the seal intactness of stocks every month? (Pls verify lot seal register & Monthly declaration stating seals have been checked)	NA
11	Is there any spillage or damage material lying spread across the stack or floor? If yes, whether the same is appropriately packed and is kept in demarcated area on the same day?	NO
12	Is there a designated area inside the warehouse mentioning the floor area in square feet/meter for FED goods, rejected goods and non-Exchange goods available for storage in the warehouse?	DESIGNATED AREAS ARE THERE.

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

	If Yes, whether marking/ tagging/placard on such lot card or Stock and follow-up with client for lifting of such stocks is done by WSP?	-
14	Is any stock of identical (exchange grade) agri commodity,for which MCXCCL has accredited the warehouse, stored in the warehouse?	N/A
15	Is there any other agri commodity which is not in the WDRA registration certificate, stored in the warehouse?	NO
16	Has WSP stored its 'own' commodity in the warehouse?	NON-EXCHANGE COMMODITY KEPT.
17	Is any stock of identical non-agri commodity stored in MCXCCL accredited Metal warehouse Other than approved commodity?.	YES
18	Whether visual demarcation between MCX deliverable, Non-exchange & Rejected stock is done or not? In case Non Exchange stock kept in MCXCCL accredited capacity is it kept with clear demarcation?	AS ON DATE OF VISIT ONLY NON-EXCHANGE GOODS ARE KEPT IN WAREHOUSE.
19	Whether details like hypothecation / lien / pledge to any financial institutions for the purpose of funding has been displayed on the stock and the same has been recorded?	NO
20	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
4	Specify the number of WH staffs deployed at the warehouse/warehouse complex.	YES-03
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	EIS 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?	OUTSIDE THE WAREHOUSE PREMISES
9	Whether there are proper night lighting in warehouse premises for the security purpose?	YES
10	Whether proper WSP Sign Board (flex/board/wall-painting) and sign board of MCXCCL accreditation with WSP contact details, No Smoking signage in local dialect, emergency numbers, unauthorized entry, unauthorized parking etc are displayed ?	YES
11	Whether the board of "Complaint/feedback register available at warehouse" is displayed at the warehouse? (Pls mention the place of display of the board)	YES
12	Whether Fire Fighting equipment available as per the WDRA guidelines? Please specify below;	YES
	a. No. of Fire Extinguishers	6
	b. No. of Sand Buckets	30
	c. Capacity of water tank available as per operational guidelines?	2 (5000 LTR)
	d. Is water pump attached to storage tank with hose pipe?	NA
	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 , EXPIRY DATE 27/3/2026
13	Whether the warehouse staff have undergone the training of fire safety & handling of firefighting equipment from the date of joining? (Please verify with records)	YES,01/01/25
14	Whether mock drill for fire fighting is conducted at least once in a year? Verify the record of mock drill.	YES , 01/01/25

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

16	Whether the security personnel have undergone training on fire safety & handling of firefighting equipment from the date of joining? (verify with records and frequency) Mention the name of the official by whom training is provided. Is the follow up training provided on annual basis to the warehouse staff by the WSP	YES BY NAVIN MUKTI 01/01/2025
17	Is the arrangement for Prophylactic Measures for Pest Control available at the WH as per WDRA guidelines? (Verify the records of the treatment)	NA
18	Is anti-termite treatment at cotton bales warehouses conducted through MCXCCL specified agencies? (Verify the records of the treatment).	N/A
19	Whether Live Electricity connection found inside the godown where cotton is stored?	N/A
20	Is the WSP using electricity for weighment purpose only at Mentha oil and metals at warehouses?	YES
21	Whether Storage of hazardous Stock (Like fertilizer, Cement, Chemical etc.) in warehouse premises is done that may affect exchange deliverable stock?	NO
22	Whether LPG cylinder kept inside warehouse or outside warehouse? (Applicable for Mentha oil)	NA
23	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	ORIENT ELECTRIC	
B	0-3 MT	
C	19/03/26	
24	Is a written consent of client and approval from MCXCCL sought in case weighment of the commodity is done on any other weighbridge when MCXCCL approved weighbridges are non-functional?	NO.
25	Whether the list of weighbridge (accredited weighbridge for cotton bales) along with calibration certificate displayed in the warehouse?	NA
26	Whether periodic stock audit done by Independent team other than of the same warehouse deployed staffs? (verify with visitor register at the warehouse)	YES
27	Whether the storage structure (warehouse) is far away (150 meter) from the source of fire-hazard, such as timber stores, petrol/CNG/PNG pumping stations/LPG bottling plant?	YES

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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	Whether eNWR/E-receipt is generated based on receipt of original DTD/ photo copy/ DTD Digitally signed by the beneficiary client/ depositor?	N/A
4	Whether the following registers are available and updated at Warehouse or not? Are the records kept in safe custody with lock facility?	YES
	• Warehouse opening-closing Register	YES
	• Daily Transaction Register	YES
	• Complaint Register	YES
	• Stack wise/Lot wise register Physical/Electronic form	YES
	• PV Register	YES
	• Instrument/Equipment Internal Calibration Register	YES
	• Gate in gate out cum Visitor Register	YES
	• Spot Rejection Register	YES
	• Sample register	YES
	• Incidence records /Notices register	YES
	• Lien register	YES
	• Pest control activity register	YES
	• Key distribution register	YES
5	Whether any Overwriting/correction is found in the above Registers? If yes, check whether approval from WSP HO has been obtained or not	YES APPROVED
6	Whether the transaction wise weighbridge receipts for deposit/withdrawal are available at the warehouse or not?	YES
7	Whether the Commodity deposits & all required documents along with original delivery orders withdrawal document are available at warehouse or not?	YES
7a	Whether WSP has taken approval from MCXCCL for storage of partial lot created out of overload of lorry in a demarcated area?	YES
8	Whether separate entries are done for Exchange & Non-Exchange stock?	YES
9	Whether a copy of updated WSP SOP and warehouse operations manual available at the warehouse?	YES
10	Whether the Warehouse is registered under relevant State/ Central Warehousing Authority/Gram Panchyat? If Yes, License copy to be available at warehouse.	YES
11	Whether the Warehouse License copy/ WDRA registration copy is available and displayed at the warehouse?	YES
12	Whether lot wise beneficiary details and electronic receipts available at the warehouse either in electronic or printed form?	YES
13	Whether the valid stocks are as per CCRL/Comris system record?	YES
14	Whether warehouse maintains Weighment slip for record for all commodities during inward and outward movement?	YES

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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 and vegetation cleaning surrounding the warehouse maintained? Whether dusting of stock, cleaning of bird droppings on stacks, floor cleaning and any minor/major structural repair conducted on a periodic basis? Is the record of the house keeping maintained?	YES
7	Whether any infestation by termites/ white ants and rodents in the buildings and warehouse premises is noticed? Whether annual termite treatment record is maintained at cotton/kapas warehouse? Whether termite treatment certificate is available at cotton/kapas warehouse?	NO
8	Whether rat cages are placed inside the warehouse? Whether rodenticides used to control rodents?	NO
9a	Whether surveillance cameras (CCTV) are installed at the warehouse?	YES
9b	Whether warehouse maintains 90 days CCTV footage of surveillance? mention the date from which CCTV footage is available.	YES-07.01.2025
9c	Whether the cctv camera positioned towards weighment scale inside the warehouse? Verify the cctv footage.	YES
10	Whether Handling equipment available?	NO
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, 4.5 FT
16	Whether there are adequate arrangements for drainage of rainwater to avoid flooding?	YES

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17	Whether load bearing capacity certificate available at warehouse? (in case of metal warehouse)	YES

18	Whether Sufficient office space available for equipment viz. computers with internet facility, telephone and furniture (table, chairs almirah, etc.)	YES (INTERNET,ALMIRAH TELEPHONE NOT AVAILABLE)

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?	N/A
1a	Is moisture meter available at warehouse?	N/A
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 trunk in 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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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 not with 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?	NIL STOCK
6	Whether the following details are mentioned in sticker or not?	NIL STOCK
	• Producer/ manufacturer name	NIL STOCK
	• Net Weight	NIL STOCK
	• Batch No (printed/sticker/stenciled/laser?)	NIL STOCK
	• Purity	NIL STOCK
	• Date of Manufacturing/ Production	NIL STOCK
	• Number of Pieces of Ingots/ sheets in each bundle	NIL STOCK
7	Whether batch number/lot number is hand written?	NIL STOCK
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)	NIL STOCK
9	Whether mixing of bundle(s) of different brands are observed?	NIL STOCK
10	Whether the annual Inspection of electrical points done or not? Check the record.	YES ,25/1/25
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 INCIDENCE REGISTER IS MAINTAINED. LAST RECORD WAS OF 27/03/25
12	Same commodity non-exchange goods shall not be kept mingled in the same warehouse which is used for MCXCCL purposes.	NIL STOCK
13	Whether all re-mated stock physically delivered from the warehouse and not stored as non-exchange/professional goods.	NIL STOCK
14	Is there any sign of corrosion in stored stocks?	NIL STOCK

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Inspection Details

Date of Inspection	07/04/2025	UDIN-25190233BMKQRO4999
Signature	AKSHAYKUMAR MAHESHKUMAR BOOB Digitally signed by AKSHAYKUMAR MAHESHKUMAR BOOB Date: 2025.04.22 13:58:43 +05'30'	
Inspection Done By	ANURAG BHAIYYA AND ASSOCIATES	
Maker		Checker
AMIT SINGH AND ALOK RAI		AKSHAYKUMAR BOOB