

Check list to be filled up by the examiners of the accreditation agency Name and complete postal address of Warehouse (cold storage)

Sl. No.	Parameters	Comments/Findings of Examiners
1.	<p>About the Applicant and Application in Form 1-</p> <p>a. If the application is accompanied by prescribed application fee?</p> <p>b. Whether the applicant is proprietor of warehouse (cold storage)?</p> <p>c. In case of joint owners whether all the joint owners have signed the application/ authorised one of them for this purpose in writing?</p> <p>d. In case the warehouse (cold storage) belongs to a company, then</p> <p>i. If the company has mandate, as per its constitution, to run business of warehouse (cold storage)?</p> <p>ii. If the application is supported by attested copy of duly passed resolution of the Board of Management of the applicant Company to apply for accreditation indicating the particulars of person who is authorised to make application on its behalf?</p> <p>iii. If the particulars of authorised person matches with the particulars of applicant?</p> <p>iv. If the application has been accompanied with attested copy of such resolution as mentioned in (ii) above?</p> <p>e. If the photograph of the applicant is duly affixed with self-attestation by proprietor/attestation by CEO of applicant company?</p> <p>f. In case of renewal, what are the particulars of last valid certificate of accreditation?</p>	
2	<p>About the Description of Cold Storage Warehouse-</p> <p>a. Whether a registered architect has certified the civil structure of cold storage to be as per provisions of BIS code and local building by-laws and as per building plan duly approved by competent authority</p> <p>b. Whether any engineering firm having expertise in refrigeration engineering has certified that the cold storage has been commissioned as per enclosed data sheet at Part-6</p>	

	c. If industrial license, if applicable, is during its validity period?	
	d. If cold storage licence, if applicable, is during its validity period?	
	e. If pollution-control licence, if applicable, is during its validity period?	
	f. If fire safety certificate, if applicable, is during its validity period?	
	g. If approval / NOC from local planning Authority, if applicable, is during validity period?	
3	Identity of Warehouseman and capacity to Discharge Liability-	
	a. If warehouse (cold storage) is owned by warehouseman or it is on lease?	
	b. If attested copy of documents of acquisition deed (purchase / lease) has been furnished?	
	c. If attested copy of record of right on land shows the title of warehouseman on land and warehouse (cold storage)?	
	d. Whether CA certificate or Banker's certificate shows adequate net worth of warehouse (cold storage)?	
	e. If a copy of latest income tax return of proprietor / company owning the cold storage has been provided or not?	
4	Goods to be Stored, Storage Conditions and Insurance Cover	
	a. Whether the warehouse (cold storage) offers prescribed critical storage conditions for goods to be stored?	
	b. Whether quality grading system adopted commensurate with AGMARK, CODEX or any other standard?	
	c. Whether the arrangement for quality grading adequate? Whether testing facilities of goods to be stored in the warehouse (cold storage), in form of a small laboratory, are available? If so, give details of major tests which can be carried out.	
	d. List of laboratories for chemical analysis of the samples (wherever necessary) with whom the warehouse (cold storage) has tied up.	
	e. Whether the criterion adopted for pricing fair and rational?	
	f. Whether norm for determining shelf-life of produce to be stored fair and rational?	
	g. Whether the warehouse (cold storage) has its own weigh-bridge? If so, the details with capacity and date of last calibration.	
	h. No. of beam balances, platform balances with their details.	
	i. Whether the weights/platform balance used in the warehouse (cold storage) are timely calibrated and duly stamped by concerned weights & measures Department.	

	j. Whether the PLC readings for past period support claim that critical storage conditions are generally achieved in warehouse (cold storage)?	
	k. Whether automatic data logger for power-pack operation in place?	
	l. Whether electricity consumption is within acceptable limits of design consumption levels?	
	m. Whether the fire alarm and refrigerant leakage alarm systems functional?	
	n. In case of renewal of accreditation, whether the surveillance data supportive of proper system management?	
	o. Whether the warehouses (cold storages) as well as the goods stored in the warehouse(s) (cold storages) are insured for fire, flood, theft, burglary, misappropriation, riots, strikes or terrorism? Whether insurance cover provided adequate and fair? If so, the name of the insurance company and risks covered.	
	p. List of banks operating within approachable distance from the warehouse (cold storage). Any tie up of the warehouse (cold storage) with any of these banks.	
5	Managerial Competence, Man Power and Security Arrangement	
	a. If the warehouses (cold storage) has a full-time manager who is well conversant with provisions of WDRA 2007 and Management of warehouses (cold storage) for perishable food items?	
	b. If the warehouses (cold storage) has engaged a full time or part time project engineer who is registered with a recognised professional organisation ?	
	c. If the warehouse (cold storage) has a full time supervisor who can monitor functioning of cold storage through PLC and who is conversant with stacking, packaging and cold storage management?	
	d. Whether sufficient office equipment, viz. telephone, computers, photocopiers, fax and furniture (table, chairs, almirah, etc.) are available in the office(s) of the warehouse (cold storage)?	
	e. If the warehouses (cold storage) has adequate number of functional staff for carrying out functions like quality grading, weighing, sampling, account keeping, record management and security arrangement?	
	f. If the Operating Manual Followed by the (cold storage) self-explanatory and elaborate and displayed at relevant places?	
	g. If the manual for dealing with fire hazard, leakage of refrigerant self explanatory and displayed at relevant places?	
	h. If the warehouses (cold storage) has security men's cabin and proper lighting in the campus?	
	i. If the warehouses (cold storage) fully protected by compound wall / barbed wall fencing?	

	j. If gate pass system in warehouses cold storage followed properly?	
6	Storage Worthiness of Cold Storage Warehouse-	
	a. In case the (cold storage) has been set up under Government scheme of NHB / NCCD / SHM / APEDA/ MoFPI etc. and as per technical standards prescribed by DAC then, <ul style="list-style-type: none"> i. Whether the copies of basic data sheet enclosed is the one approved by concerned agency ii. Whether Joint Inspection Report issued by the Joint Inspection Team deputed by concerned scheme implementing has certified that the project has been found to be commissioned as per prescribed technical standards? 	
	b. In case the warehouses (cold storage) has not been set up under any government scheme of NHB ./ NHM/ APEDA/ MOFPI or has not been setup following implementation protocols prescribed under approved Technical Standards then, <ul style="list-style-type: none"> i. whether the basic data sheet being submitted by applicant is accompanied by a certificate from a chartered graduate mechanical / refrigeration engineering firm that- <i>“the heat load calculation has been done as per procedure laid out by ASHRAE Fundamentals and Refrigeration Handbook with safety factor of 5% to 10% on estimated load and that the design is energy efficient, takes in to account safety of work men and goods stored and environmental concern.”</i> ii. <i>Whether the</i> refrigeration contracting agency has issued a certificate of satisfactory commissioning of the cooling system in conformance to the performance indicators as per prescribed standards. iii. The refrigeration contracting agency has provide “as built drawings”, including cold store layout, P&I and electrical drawing and an operation & maintenance manual along with a list of essential spare parts. 	
	c. If energy-efficiency devices, automated controls and fire & refrigerant leakage alarms have been put in place and are functional?	
	d. If operation of warehouses (cold storage) can be effectively controlled and monitored by PLC?	
	e. If energy consumption level is within 10-20% of design level?	
	f. Whether stacking, packaging and handling system is as per design and prescribed guidelines	
	g. Whether fire-fighting arrangements are there in the warehouse (cold storage)? If so, details of arrangements including number and type of fire extinguishers, sand buckets, etc. to be given.	

	h. Name of the nearest Fire Brigade Station and distance. Whether telephone numbers of nearest Fire Station are displayed at different prominent places in the warehouse or not?	
	i. Name and Address of Annual Maintenance Contract Agency	
	j. If copies of following operating Manuals maintained in warehouse and used for assigning job charts and training purposes- <ul style="list-style-type: none"> i. A copy of Operating Manual for Warehouse Receipt System- ii. A copy of Operation Manual for Plant & Machineries including Annual –Maintenance- iii. A copy of Safety Manual Against Hazards of Fire/ Refrigerant Leakage- iv. A copy of Operation Manual for Hazards Covered by Insurance Policy for Insurance Claims- 	

Overall Recommendation -

- Case recommended for accreditation
- Case not recommended for accreditation

Date-

Place-

Signature of Authorised Person

Name, Designation and Seal of Accreditation Agency