

SPEED POST

No. CWC/INSP./Insp-Procedure/2013-14 18622

6.12.2013

Sh _____
 Regional Manager,
 Central Warehousing Corporation,
 Regional Office,
 All RMs except Navi Mumbai.

Sir,

During scrutiny of the Inspection Reports received from different regions, the following discrepancies are pointed out by Inspecting Officers as per details given below :-

1. The Warehouse License is not being renewed by the Warehouse Manager in time. Even if applied for renewal the concerned authorities are not being pursued for renewal in time.
2. Bank lien confirmation statements are not being collected by Inspecting Officers from the concerned banks during the course of inspection itself, verified with the warehouse records and enclosed with the inspection report.
3. The duplicate keys of godowns are not being timely re-deposited by the WHM in bank after completion of handing over / taking over of warehouse or withdrawal of godown keys from bank for replacement / addition of duplicate keys.
4. The stocks found infested with major pest are not being fumigated during the course of inspection. The IO should ensure that the first phase of fumigation (as per the number of fumigation covers available at the warehouse) is started during the course of inspection.

The discrepancies mentioned at Sl.No. 1 & 2 have also been pointed out by ISO auditor during re-certification audit.

Therefore, it is requested to advise all Warehouse Managers/Inspecting Officers to ensure that these discrepancies are rectified during the course of inspection itself as far as possible. The Inspecting Officers may also be advised to send letters for collection of bank lien statements to the concerned banks on the first day of inspection so that maximum number of bank lien statements are collected and verified during the course of inspection itself. These instructions are to be followed scrupulously.

Yours faithfully,

Singh

O.P. Bharati
 (O.P. Bharati)