

A project report
on
Agri-warehousing Operations

**Picture of the candidate in front of
warehouse visited for the purpose of
exposure visit**

Or

**For in-service candidates, a certificate from
their supervisor or in-charge which may be
placed at the end of the report**

Submitted by

Name _____

Batch _____

ID Number _____

Submitted to



राष्ट्रीय कृषि विस्तार प्रबंध संस्थान (मैनेज)
(कृषि एवं किसान कल्याण मंत्रालय, भारत सरकार का संगठन)

**NATIONAL INSTITUTE OF
AGRICULTURAL EXTENSION MANAGEMENT**

(An Organization of Ministry of Agriculture & Farmers Welfare, Government of India)

Details of the warehouse visited

Name	:	
Postal Address	:	
Type of warehouse	:	
Type of ownership	:	
Capacity (MT)	:	
Year of establishment	:	
Date of visit(s)	:	
Major commodities stored	:	
Nearest Railway Station	:	Name: _____ Distance: _____
Nearest State/ National Highway	:	Name: _____ Distance: _____
Nearest police station	:	Name: _____ Distance: _____
Nearest fire-station	:	Name: _____ Distance: _____
Major Consumption Centre	:	
Licenses obtained by the warehouse	:	
Registered with WDRA (Yes/No)	:	
Major functions performed	:	

General Observations

Kindly write a few strengths and weaknesses of the location identified for construction of warehouse, based on your discussion with the warehouse manager/staff

Strength

Weakness

Major Challenges

Enlist some of the challenges faced by warehouse in getting business and sustainable operations

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Clients details

Kindly enlist three major clients of the warehouse along with commodities stored by them. If warehouse operator is not willing to share the name of clients, at least collect information on type of clients.

Sr No	Clients Name/Type	Commodity Stored
1		
2		
3		

Storage Space

Sr No	Items	Unit	Observations
1	Storage space available	MT	
2	Number of stacks	Number	
3	Stack Size	L x W (mts)	
4	Type of stack plan	Name	

Experience the stack plan used at the warehouse and write a paragraphs of about 200 words on your observations on stack plan, its size, standard as generally used in warehouse and the improvement that you may suggest.

(Enclose a copy of Stack Plan of the warehouse)

Grading and assaying

Kindly write briefly on the lab facilities available and the kind of test conducted.

Lab equipment available

Assaying lab equipment available and their use as understood during the visit to the warehouse. If lab is not available, the reasons for the same

Test conducted at the warehouse

The utility of the test conducted at the warehouse

Details of in-house assayers present in the warehouse

If in-house assayers are present, their qualification and also whether they are licensed under the State Warehouse Act

Details of the tests conducted outside the warehouse

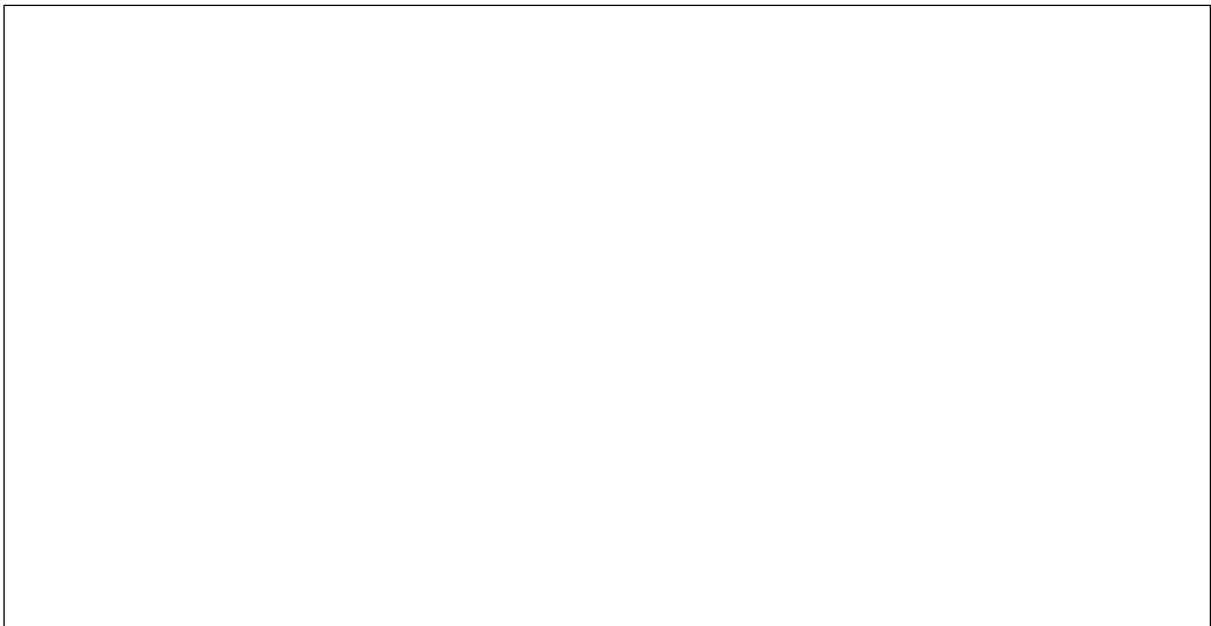
Linkage of the warehouse with any NABL accredited laboratory for the chemical tests required for grading

Risk Management

Risk associated with agri-warehousing and its management. Enlist different risk management measures adopted by the warehouse to cover risk.

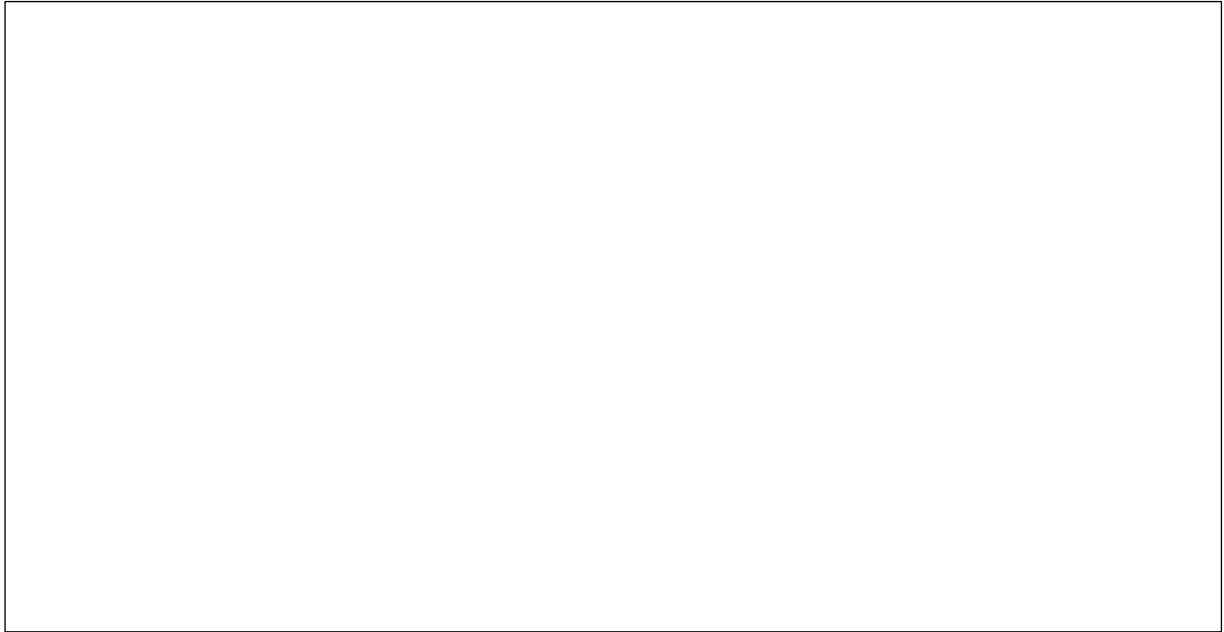


What kind of insurance product is being availed by the warehouse. What are the different risk covered under the policy available with the warehouse.



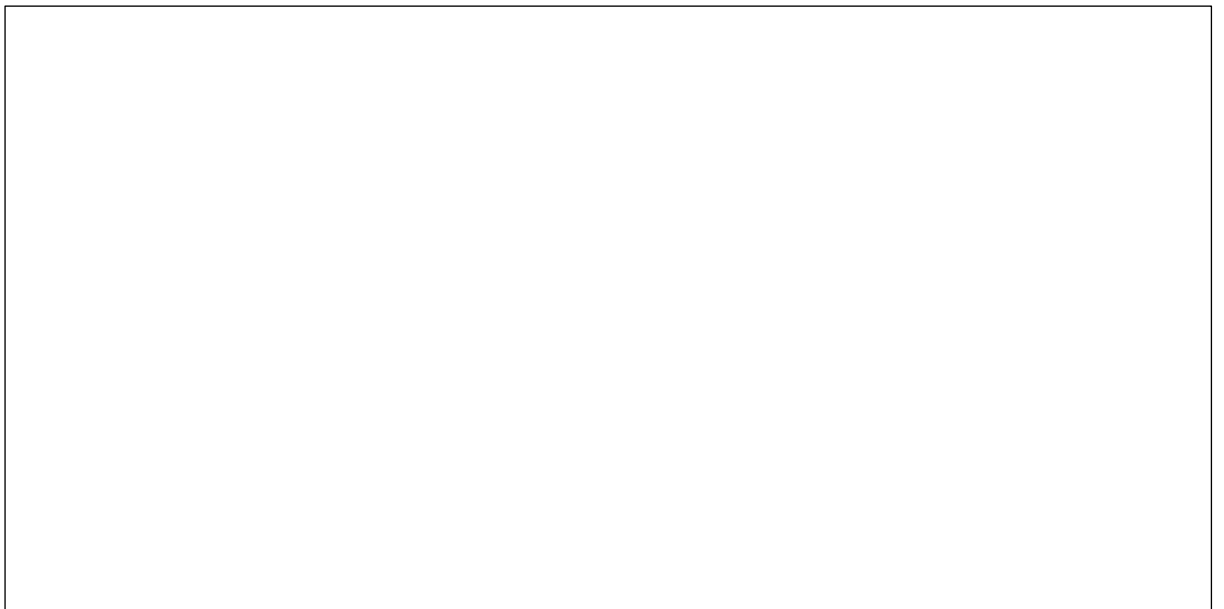
Safety and security arrangements

Details of safety and security arrangements at the warehouse viz. access control in the warehouse premises, security guards, night lighting, night surveillance, CCTV cameras, etc.



Firefighting arrangements

Firefighting arrangements in warehouse including fire extinguishers, fire buckets, fire hydrants, static water tanks, fire control sprinklers, fire alarm system, processes available for emergency firefighting drill, etc.



WDRA Registration

If not registered, the reason for the same based on discussion with the manager/ staff

If, yes; the procedure followed by the warehouseman for getting the warehouse registered with WDRA

The advantages observed out of registration with WDRA

eNWR Repository

Whether on-boarded with a eNWR Repository, give details

Provisions practiced like issue of NWR/eNWR, pledge financing, transfer of eNWRs, linkage of eNWRs with commodity exchanges, etc.

Quality of stored produce

Different measures adopted to ensure quality of the stored commodities

Preservation equipment available in the warehouse



Measures to have proper aeration



Methods to maintain the moisture



Methods used by the warehouse to dry grains to the required level before storage



Birds control

Physical methods used to avoid entry of birds inside a store



Rodent Control

Physical and Chemical methods for prevention and control of Rats in the warehouse premises



Qualify maintenance

Frequency of Quality check of Stock by the Quality staff. Observations recorded during such quality check.

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Details of Prophylactic treatment of the stock carried in the warehouse viz. type of chemical used, frequency, dosage, method of application, etc.

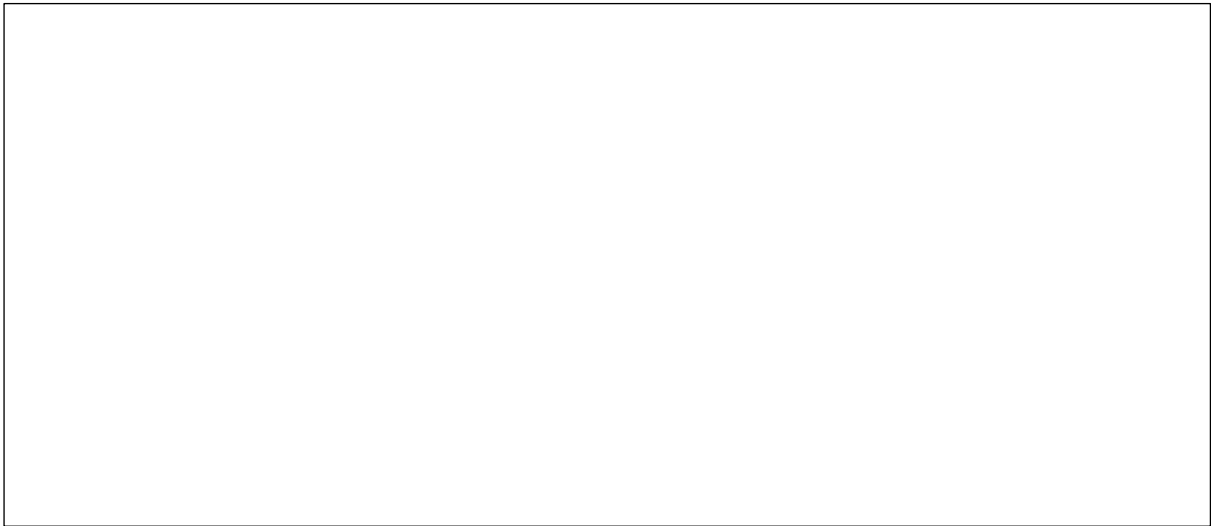
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Fumigation of infested stock, type of fumigant used, dosage, frequency, methodology, etc.

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Dunnage

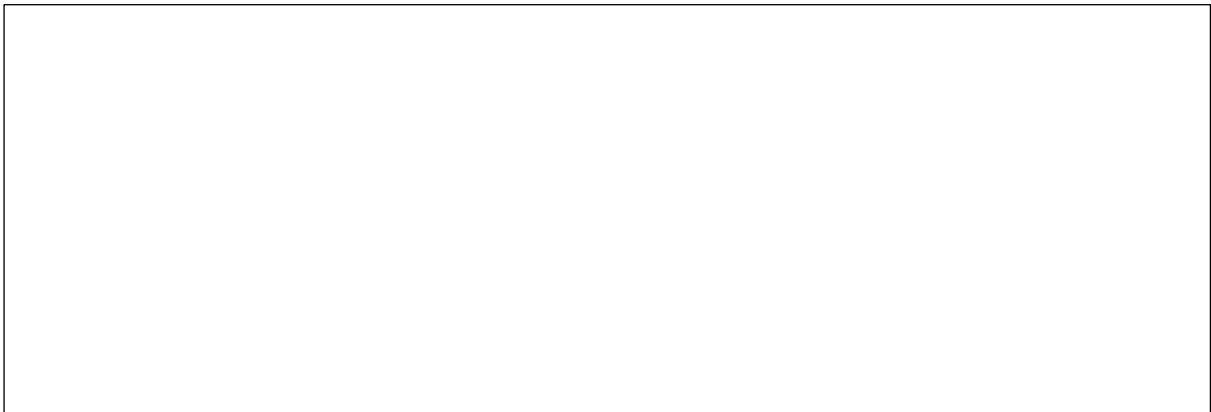
Different kind of dunnage used in the warehouse



Importance of dunnage in maintaining the quality of produce



Reason for using the specific dunnage at the warehouse



Chemical stock

A list of different chemical available at the warehouse

Sr No	Name of Chemical	Method of storage	Doses	Application

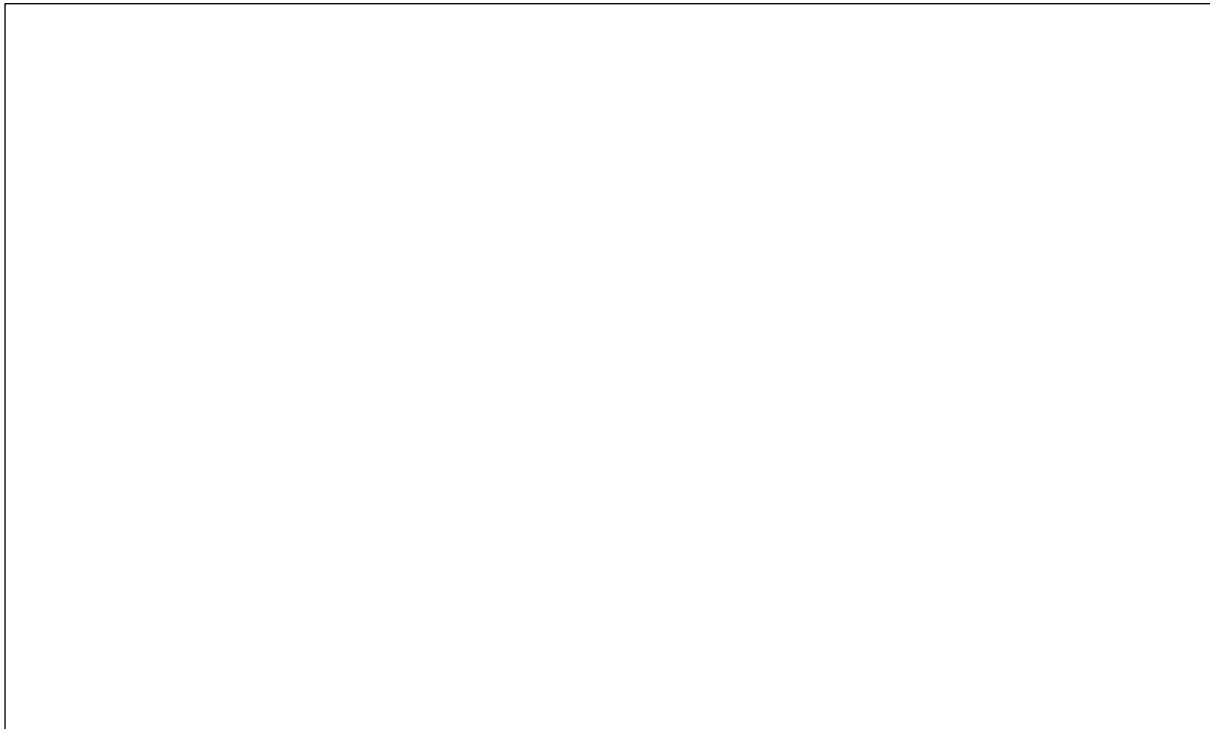
Stakeholders

Exposure on the role of different stakeholders involved in warehousing like logistics, insurance, assaying lab, bank, fire services, FSSAI, police, labour, etc.

Sr No	Stakeholders	Role/ Involvement

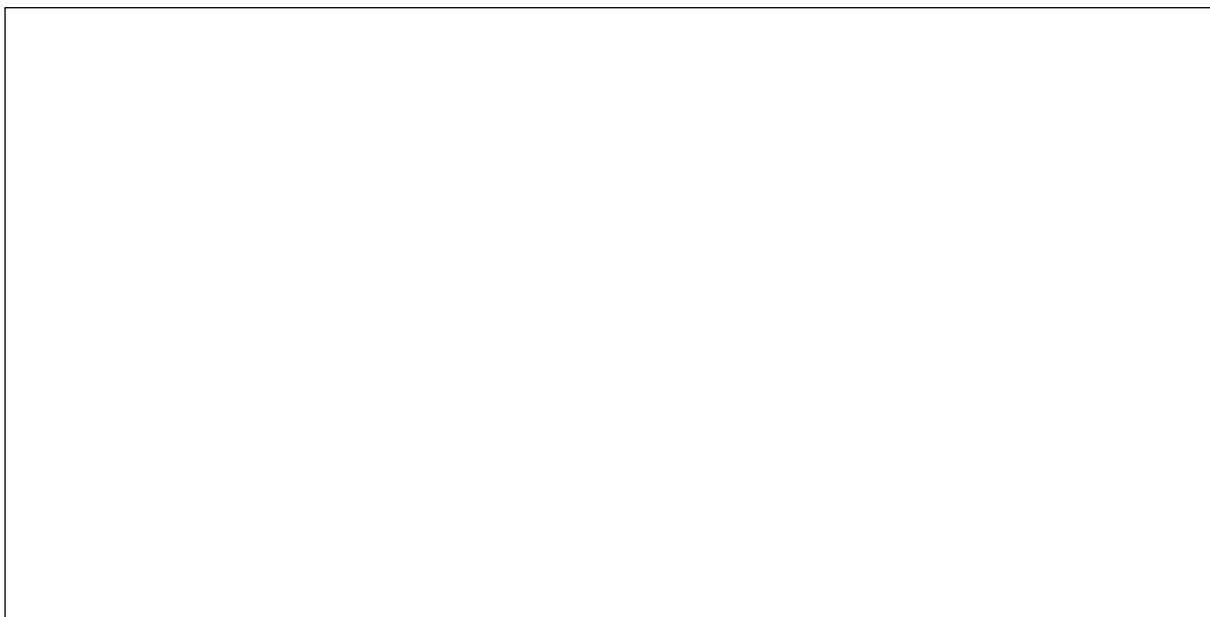
Procedure for receiving the stock at warehouse

Explain the complete process to receive stock at warehouse as observed during field visit



Delivery process of goods from the warehouse

Explain the complete process involved in delivery of goods from warehouse

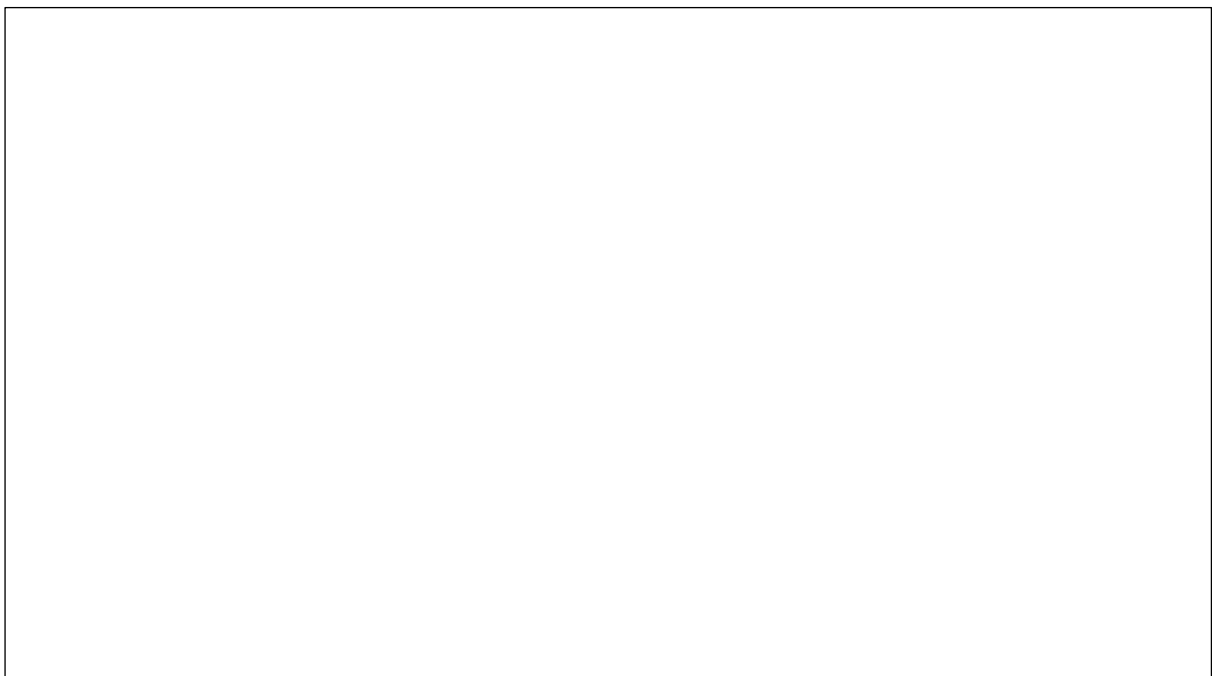


Details of Facilities for weighment of Stock

Type of weighing equipment, number and make, status of stamping by legal metrology department

A large, empty rectangular box with a thin black border, intended for providing details about weighing equipment, including type, number, make, and stamping status.

Procedure followed for stock verification in the warehouse

A large, empty rectangular box with a thin black border, intended for describing the procedure followed for stock verification in the warehouse.

Record management

List of important documents maintained for receiving the stock

Sr No	Name of Documents	Purpose of maintaining a particular document

List of important documents maintained at the time of delivery of goods

Sr No	Name of Documents	Purpose of maintaining a particular document

Summary

A brief summary on the learnings on different aspects of warehouse operations based on your visit to a warehouse.

Date _____

Signature _____

Place _____

Name _____