

Name of the 3rd party inspection company	
Name of the warehouse:	Warehouse location:
Capacity:	Type of construction:
<b>Annex A. Warehouse Inspection</b>	
<b>The Objectives of</b>	
Is to inspect the warehouse of ACTED's supplier and	
<b>Scope of Inspection</b>	<b>Yes</b>
Is yard free of weeds and trash?	
Is yard free from pest and rodent and any sign of them?	
Is the physical condition of the store satisfactory ?	
Is the warehouse clean ?	
Are doors and windows secure?	
Does it have adequate ventilation?	
Are pallets used under all commodity stacks?	
Are commodities stacked against walls or close to the ceiling?	
Is there a sufficient space between stacks for easy mobility?	
Does the warehouse use commodities on first in first out (FIFO) basic?	
Is there more than one type of commodity in one stack?	
Is damaged food separately stacked from sound commodities?	
Any evidence of infestation?	
Are fog or spray insecticides used in warehouse?	
Is fumigant used in warehouse?	
Are there rodent tracts or burrow holes?	
Are rodent control devices used?	
Are there openings that permit entry of birds?	
Is roof in good condition?	
Does the roof of the warehouse leak?	
Is proper drainage system maintained around warehouse?	
Are commodities stored in an orderly mannered? Are they countable?	
Are there Leaking/Torn/Stained Containers?	
Were spoiled commodities set aside from sound commodities?	
Is there a smooth passage of air through the warehouse to avoid collection of moisture?	
Are commodities stacked at a reasonable height and width?	
Are non-food items keep in the warehouse where food commodities are stored?	
Are damaged suspect unfit food commodities returned to the main warehouse or separated from the rest of the commodities?	
Are damaged and contaminated commodities listed separately in the registers?	
<b>Inspector:</b>	

Date:  
Signature:

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Date

Signature



