# GODOWN INSPECTION REPORT
### (Customer Technical Services - Grey Cement)

JKcement     JK SUPER BuildXpert

JKC-CTSG-DOC-006

**Date of Inspection:** _____    **Area Office:** _____
**Name of Depot:** _____    **State:** _____
**Godown Area (in sq. ft.):** _____    **District / City:** _____

| Put "☑" Mark Only in the Appropriate Boxes |
|---|

## GODOWN LAYOUT / CONDITION / APPROACH

| Item | | | | | |
|---|---|---|---|---|---|
| Type of godown: | ☐ | New | ☐ | Existing | |
| Approach road to godown: (for movement of cement fleet) | ☐ | Adequate | ☐ | Inadequate | |
| Drainage system exist at site | ☐ | Acceptable | ☐ | Need Action | |
| Openings / Doors (Entry): | ☐ 1 | ☐ 2 | ☐ 3 | ☐ >3 | |
| Suitable chajjas exist over door /windows: | ☐ | Yes | ☐ | No | |
| Type of roof | ☐ | RCC | ☐ | Cement Sheets | |
| | ☐ | GI Sheets (Tin) | ☐ | Other(Mention) | |
| Roof condition | ☐ | No Leakage | ☐ | Leakage/Dampness/Holes/Cracks Visible | |
| No of windows | ☐ 1 | ☐ 2 | ☐ 3 | ☐ >3 | |
| Windows close fitting / air tightness | ☐ | Acceptable | ☐ | Need Action | |
| Floor base | ☐ | Concrete | ☐ | Brick | |
| Floor base cover | ☐ | Plastered | ☐ | Unplastered | |
| Floor level | ☐ | Above GL | ☐ | Below GL | |
| | | _____ Mtr above/below GL | | | |
| Floor condition | ☐ | Dry | ☐ | Damp | |
| Walls thickness | ☐ | 4.5" | ☐ | 9" | |
| Walls condition | ☐ | Dry | ☐ | Damp | |
| Outer walls-plastered | ☐ | Yes | ☐ | No | |
| Inner walls-Plastered | ☐ | Yes | ☐ | No | |
| Electricity | ☐ | Adequate | ☐ | Inadequate | |

## STACKING / COVERING / PLACEMENT OF CEMENT BAGS

| Item | | | | |
|---|---|---|---|---|
| Tarpaulin | ☐ | Available | ☐ | Not available |
| Floor covered (tarpaulin/ dunnage) | ☐ | Yes | ☐ | No |
| Cement bags covered | ☐ | Yes | ☐ | No |
| Cement bags stacking height | ☐ | 10 | ☐ | 12 |
| | ☐ | 15 | ☐ | >15 |
| Cement bags stacking width | ☐ | 3 Mtr | ☐ | 3-6 Mtr |
| | ☐ | 6-9 Mtr | ☐ | >9 Mtr |
| Header / Stretcher | ☐ | Maintened | ☐ | Not maintained |
| Stacking directly on floor | ☐ | Yes | ☐ | No |
| Stacking at a height | ☐ | Over wooden planks | ☐ | Platform |
| Distance from walls | ☐ | <1' | ☐ | >1' |
| FIFO being maintained | ☐ | Yes | ☐ | No |
| Boards / tally cards displayed on each pile | ☐ | Yes | ☐ | No |
| OPC/PPC clearly stacked/seggragated | ☐ | Yes | ☐ | No |
| Cut & Torn bags available | ☐ | Yes | ☐ | No |
| Cut & Torn and Set/Partially set bags are stacked separately | ☐ | Acceptable | ☐ | Need Action |
| Is the Godown suitable for Hiring (Applicable for New Godown) : | ☐ | Yes | ☐ | No |

**Comment by Inspection Team:**




**Signature of RE-CTS**       **Signature of SH-CTS**       **Signature of ASM Marketing**
**Name:**       **Name:**       **Name:**