



MSF QUALITY ASSURANCE
COMMODITIES

Ref: QA-NFOO-F2-1
Date of issue: 25/01/2013
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Revision: 0

CHECK LIST FOR THE CONTROL UPON
RECEIPT OF COMMODITIES (NFOO)

General information

Type of supply

- Local/regional purchase International/regional procurement centre (name:)
- Agreement with WFP / UNICEF / other: for distribution by MSF
- Donation from (product is now property of MSF, otherwise, tick "agreement" above)

Ref of the order / interagency agreement / donation

Product :

Supplier:

Check of the container/truck

Type if vehicle: Container Truck Open trailer Other:

Good general state Dirty Suspicious Odor

Presence of other products⁽¹⁾ :

⁽¹⁾ you shall refuse the food in case of suspicious odor or transportation with suspicious products: fuel, tool box, tires...

Check of the quantity

Quantity ordered: Quantity received: Right quantity Quantity missing:

Documents

Inspection report (Véritas, SGS ou autre) n° Date :

Certificat of fumigation n° Date :

Quality control

PACKAGING

- Dry
- Not perforated / not damaged
- Readable printing with: (check 3 sacks)
 - Batch/lot number
 - Exact type of product
 - Net weight
 - Supplier name
 - Country of origin
- For oil: screw-on cap

PRODUCT QUALITY

- (naked-eye control, open 3 sacks and check)
- Absence of living insects
 - Absence of dead insects or < 2 dead insects / kg
 - Absence of mould (acceptability threshold = zero)
 - <1% of foreign matter: dust, grains from other species, other impurities, tegument, twig...
- For grains only:**
- <4% broken grains
 - <3% discolored grains

Remark

Empty box for remarks.

Conclusion

- RECEIPT ACCEPTED
- RECEIPT REFUSED

Date:

Name and signature of the controller:

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