



**FOOD INSPECTION CONTRACT N° chrono/month/year BETWEEN
MEDECINS SANS FRONTIERES SECTION (MSF)
AND NAME OF THE INSPECTION SOCIETY
FOR XX MT OF EXACT TYPE OF RICE**

I- Buyer :

Médecins Sans Frontières Section
Address, contact name, phone & fax numbers, e-mail

II- Inspection Society :

Name
Address
phone & fax numbered email

III- Quantity to be inspected :

XX MT net of exact type of rice (For a total of XX bags of 25kg/50kg considered as unit packaging)

IV- Type and quality of the products concerned by the inspection :

Exact type of rice, country of origin, from crop year, healthy and marketable quality, fit for human consumption, following these specifications :

Quality factors (max)	Milled rice	Husked parboiled rice	Milled parboiled rice
Moisture content		14%	
Mineral foreign matter: stones, sand, dust...		0.1%	
Impurities of animal origin (including dead insects)		0.1%	
Living insects		none	
Organic extraneous matter	0.5%	1.5%	0.5%
Defective kernels (max)	Milled rice	Husked parboiled rice	Milled parboiled rice
Broken kernels		depending on the grade	
Heat-damaged kernels	3%	8%	6%
Damaged kernels	3%	4%	3%
Immature kernels	2%	12%	2%
Chalky kernels	11%	N/A	N/A
Red kernels	4%	12%	4%

red-streaked kernels	8%	N/A	8%
Peck kernels	N/A	4%	2%
Others types of rice:			
Paddy rice	0.3%	2.5%	0.3%
Husked rice	1%	N/A	1%
Milled rice	N/A	2%	2%
Glutinous rice	1%	1%	1%
Microbiology and contaminants	max		
Samonella	none in 25g		
Total aflatoxins	4ppb		

Its origin should be clearly indicated (supported by original certificate of origin).

The "best before" date should be valid for minimum 2 years at date of delivery (and clearly indicated on each bag).

Packing :

All bag must be clean, dry, undamaged and firmly sewn.

- Either: Highest quality (minimum 85g/m²) polypropylene (PP) new bag with double stitching at the top and bottom
- Or: burlap jute (Burlap) bags 600g/bag.
- Bag may be lined with woven polypropylene bag, weighing 110g/bag, with the top edges of the bags sewn together

Recycled bags are not allowed.

Resistance to one drop from 1.2m high on the base of 2 drops on each side from 1.6m high as per EN276 for polypropylene bags.

Additional 2% empty marked spare bags of same quality shall be provided.

Marking :

Each bag must be marked with non toxic ink and markings must remain readable after minimum 10 handling. The size of the letters for the marking must be at least 20mm.

Each lot must be labelled to ensure product traceability.

The label must indicate (for traceability) :

- Batch N° composed with : Supplier's initials/Year/field despatch code/field order number (ex : MAVI/07/NG01MFR/015)
- MEDECINS SANS FRONTIERES
- Exact type of product
- Net weight of the bag
- Origin
- Crop year and best before date

V- Organisation of the inspection :

The inspection should be organized in 2 steps in the supplier's warehouse located :

(complete name and address of the supplier)

1- Inspection & Sampling :

After cleaning (according to specifications) and packaging/labelling step, the inspector is requested to sample following the detailed sampling plan below :

- Unit samples must be taken from the square root of the total quantity of unit packaging (ex. Samples taken out from 10 bags for a 100 bags batch)
- The size of these unit samples will depend on the quantity of unit samples to be taken in order to make a 3 to 4.5kg composite sample.
- The composite sample for each batch will be divided into 3 sub-samples of 1 to 1.5kg.
- One of these sub-sample is for the manufacturer, the second one for the Buyer detailed above, the third one is for the laboratory designed by MSF to the inspection society (or chosen by the inspection society).

2- Loading Supervision :

At the loading point, a quality and quantity control is done by a **name of the control Society** representative. That person has the right to refuse any bags in case these bags do not respect the specifications for quality, flour, or packaging/markings.

In case of insufficiency of weight observed during the quantity and quality control at loading point, **name of the supplier** will provide the remaining/missing quantity of product according to the purchasing contract.

VI- Analysis needed on the single combined sample

Quality factors

Moisture content
Mineral foreign matter: stones, sand, dust...
Impurities of animal origin (including dead insects)
Living insects
Organic extraneous matter

Defective kernels

Broken kernels
Heat-damaged kernels
Damaged kernels
Immature kernels
Chalky kernels
Red kernels & red-streaked kernels
Peck kernels
Others types of rice
Glutinous rice

Microbiology and contaminants

Samonella
Total aflatoxins

Analysis methods should by those described in the ISO 7301norm.

VII- Performance and reporting :

After signature of this contract **the inspection Society** should take contact with the supplier directly to synchronize the inspection and the production.

As soon as a composite sample for a single batch is completed, the inspection Society should send it by DHL to the laboratory identified by the buyer.

A complete inspection report for quantity and quality (according to the part III & IV) should be transmitted to the buyer maximum 48 hours after the date of issue of the certificate provided by the laboratory.

Each report corresponding to a single batch should be composed of :

- An inspection & sampling report sheet including : Number of the present contract, description of goods, details of sampling operation, average gross and net weight of unit packaging, packing and labelling details, date of issue, name, stamp & signature.
- A loading supervision report : Number of the present contract, description of goods, packing and labelling details, details of loading supervision (truck n°, total net weight, batch n°, total unit packaging), date of intervention and issue, name, stamp & signature.
- The certificate of analysis issued by the laboratory.
- The fumigation certificate dated maximum 2 weeks before delivery and signed by a Society specialized in that kind of treatment.

The certificate of analysis itself should mention :

- the type of product,
- the batch number,
- the lab standard used for each analysis,
- the detailed results obtained for each analysis,
- the maximum tolerated levels for each analysis according to the buyer' specifications
- the date of issue, the name and signature of the person for the laboratory.

VIII- Payment :

The total price agreed for the inspection of **XXMT** of **exact type of rice** is **Currency XX** (**total amount in letters**, currency)

The payment will be done by **MSF section** once the complete reports of inspections will be given to the buyer for each and every batch and the whole quantity loaded at **name of the supplier city (Country)**, after presentation of a dated invoice with three original copies detailing separately inspection costs, samples shipment costs, and laboratory analysis costs.

That payment will be done by **payment mean (cash, wire transfer, or else)** in **Currency** to **name of the inspection Society** bank account specified on the invoice.

IX- Disputes:

In every case **MSF section** and the inspection Society will try to find an amicable agreement. In the case of legal trial, the **French** law governs the present general conditions.

Place, exact date

For **MSF section**

Place, exact date

For the inspection Society

Name of representative
Position

Mr. Name of the contact person
Name of the Society