	MSF QUALITY ASSURANCE SPECIALIZED FOOD	Ref: QA-NFOS-F2-3 Ref ITC: NSFSQCONPAE Date of issue: 10/08/2010 Written by: Odile CARON
	CHECK LIST for the QUALITY CONTROL : RUF (ready to use food) PASTE	Revision: 05 18/08/2017

1. General information

Product:	Manufacturer:	Batch nb:	BB date:
Type of control: <input type="checkbox"/> Regular quality control <input type="checkbox"/> Control after storage/transport >30°			

2. Storage conditions


Temperature: < 30°C 30°C - 40°C* > 40°C*

** Contact your section pharmacist or nutrition referent if the temperature is above 30°C for RUTF as an analysis in laboratory is necessary to check the nutritional value (degradation of vitamins due to temperature >30°C)*

3. Control of the packaging/labeling

Secondary packaging (carton)	Primary packaging (sachet)
<input type="checkbox"/> Not damaged <input type="checkbox"/> Dry Readable printing: <input type="checkbox"/> Batch number <input type="checkbox"/> Best before date <input type="checkbox"/> Supplier	<input type="checkbox"/> Not damaged <input type="checkbox"/> Dry Readable printing: <input type="checkbox"/> Batch number readable <input type="checkbox"/> Best before date readable
	

4. Organoleptic control

- Visual control: <input type="checkbox"/> Color ok <input type="checkbox"/> Uniform (no lumps, no oil separation) <i>(Some pink spot can appear at the surface, typical of lecithin, without danger for the consumers)</i>	- Smell <input type="checkbox"/> Typical of peanut <input type="checkbox"/> Not rancid
- Taste (only if all boxes ticked above) <input type="checkbox"/> Characteristic of peanut <input type="checkbox"/> Not rancid	

5. If you have NOT TICKED ALL BOXES (3&4) (problem detected)

- Check another sachet in the same carton, and on another carton on the same pallet, AND another carton with the same batch number on a different pallet. Isolate all products with the same batch number in case of problem.
- Fill this table:

Supply channel : <input type="checkbox"/> Local/Regional purchase <input type="checkbox"/> International/Regional procurement center (name :) <input type="checkbox"/> Agreement with <input type="checkbox"/> WFP / <input type="checkbox"/> UNICEF / <input type="checkbox"/> other: to be distributed by MSF <input type="checkbox"/> Donation by: (the product is the property of MSF, otherwise, choose "agreement" above)
Order/agreement/donation Ref: Reception date :
Total quantity received : Quantity consumed : Quantity concerned by the problem:

- Send this report immediately to your nutrition referent or section pharmacist, cc: food-quality-coord@msf.org

6. Record

- Record the quality control on the stock file.
- Keep this form for record (2 years)

Date:	Name of the controller:
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To be filled by the Coordinator for Specialised Food Quality Assurance

Quality complaint ref:..... Opened on: .././.... Closed on: .././.... Remarks:.....

Contact: food-quality-coord@msf.org