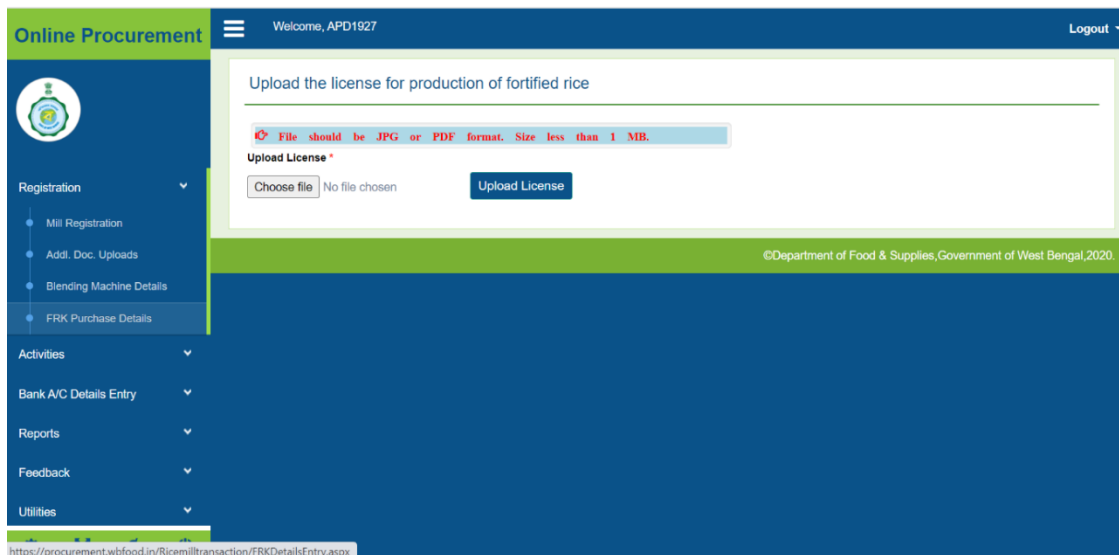


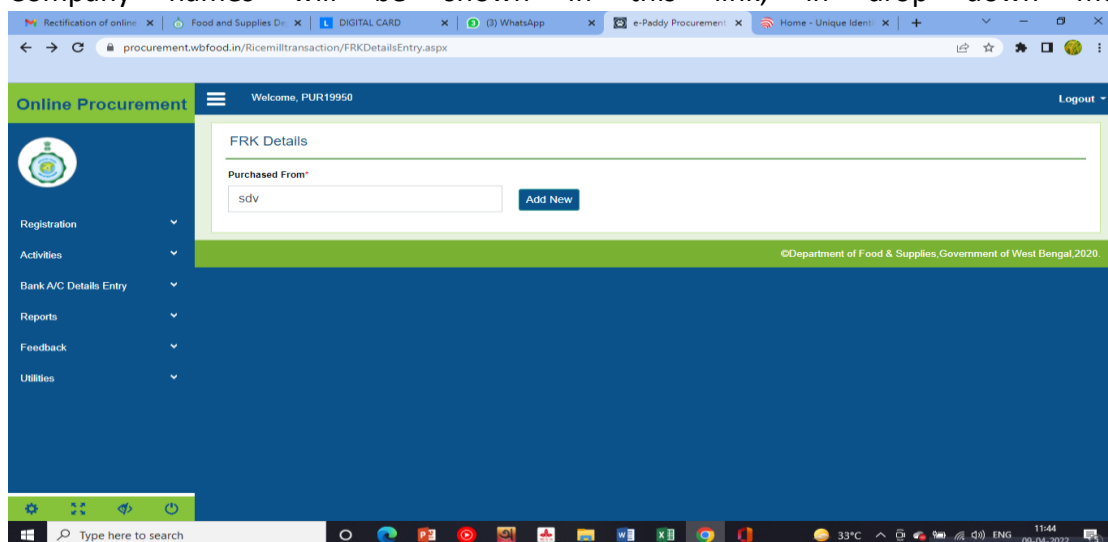
SOP of entry of FRK (Fortified Rice Kernels) details by the Rice Millers and its verification by DCFS followed by linking with RRO (Rice Receipt Order)

1. First ,Rice Millers will login into the procurement portal using their login credential and OTP verification.
2. FRK entry from rice miller end can be done by clicking on the tab “FRK Purchase Details”, as shown below, in picture 1, below.



Picture 1: Screen showing the tab for entry of “FRK Purchase Details”

3. For the very first time, Rice miller has to upload the FSSAI License copy received from FSSAI authority for the production of fortified rice and also the permission for use of F+ logo. This is one time job.
4. After uploading the FSSAI license, the system will ask for uploading FRK details. Here, in this link, as shown in picture 2, Rice Miller has to enter the name of the Company/ Organisation from where they have purchased the FRK. In case of second entry, the earlier Company names will be shown in this link, in drop down menu.



Picture 2: Screen showing tab for entry of name of Company from which FRK has been purchased

- After selecting or entering the name of the Company, click on “Add new” button.
- Following screen will appear wherein Rice Miller has to fill up the other details, as shown in picture 3, below.

The batch number, purchase date, expiry date, quantity purchased, rate of the FRK purchased (Rs. / kg), FSSAI license number of FRK need to filled up properly. Thereafter, Rice Miller has to upload the FRK test report (received at the time of purchase of the FRK) and the copy of invoice (received from the Company) at the given link and click on “Save” button.

The screenshot shows the 'FRK Details' form. The 'Purchased From' field contains 'sd' with a red error message: 'Add New This Manufacturer already exist.'. The 'Batch Number', 'Purchase Date', and 'Expiry Date' fields are empty. The 'FSSAI License No (of FRK)', 'FRK qty. (in Kg.)', and 'Price (per kg.)' fields are also empty. Below the form, there are two file upload sections: 'Upload Test Report (of FRK)' and 'Upload Invoice copy (of FRK)', both with 'Choose File' buttons and 'No file chosen' text. A 'Save' button is located at the bottom center of the form area.

Picture 3: Screen showing entry of details of the FRK purchased by a Rice Mill

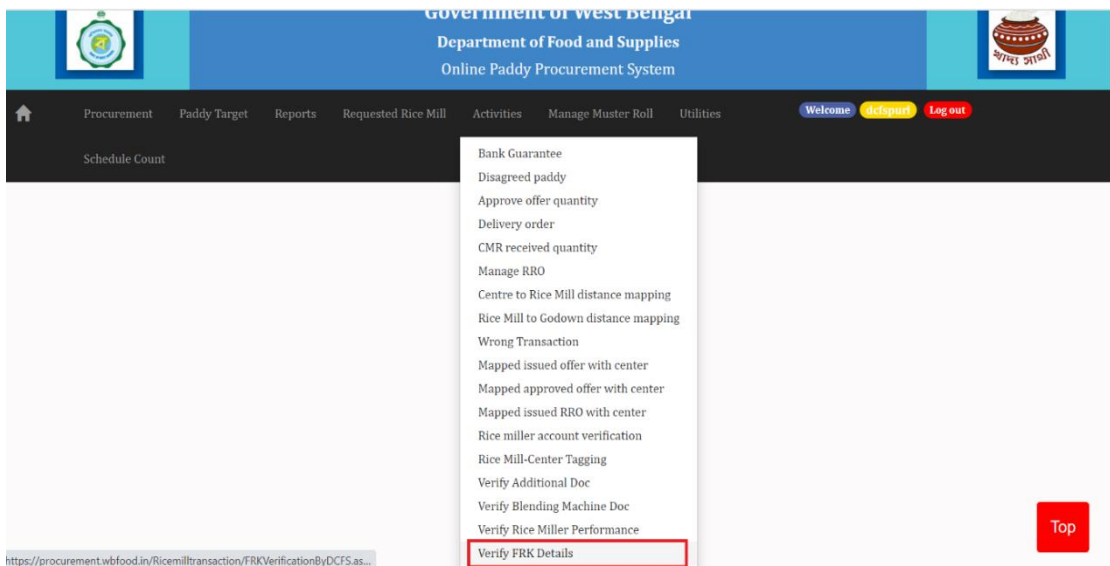
- Once uploaded and submitted, this will automatically be available in the DCFS login for verification and approval after enquiry of Area Inspector, assigned by DCFS. The submitted details and the approval status will also be available in the Rice Millers login, as well, as shown in picture 4, below.

The screenshot displays the 'Submitted FRK Details' table. The table has the following data:

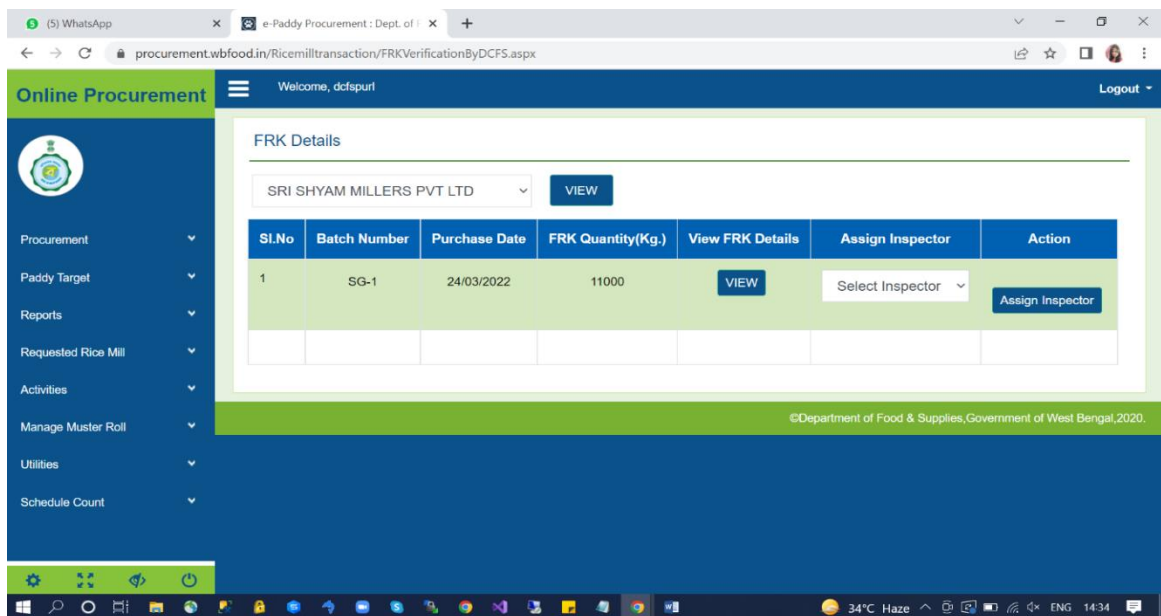
Purchased From	Batch Number	Purchase Date	Expiry Date	FSSAI License No.	FRK Quantity(Kg.)	Price Per Kg.	View Test Report	View Invoice Doc	Approval Status
NAFED WEST BENGAL	SG-1	2022-03-24	2023-03-21	12819011000089	11000.00000	57.75000	Test Report	Invoice Doc	Inspector not yet assigned.

Picture 4: Screen showing status of verification of FRK entered by the Rice Mill

- The DCFS will view all details of the FRK and will assign an Inspector, F&S, for physical verification of the FRK, uploaded by a Rice Mill, from link name “Verify FRK details” as shown in picture 5 and 6 below.

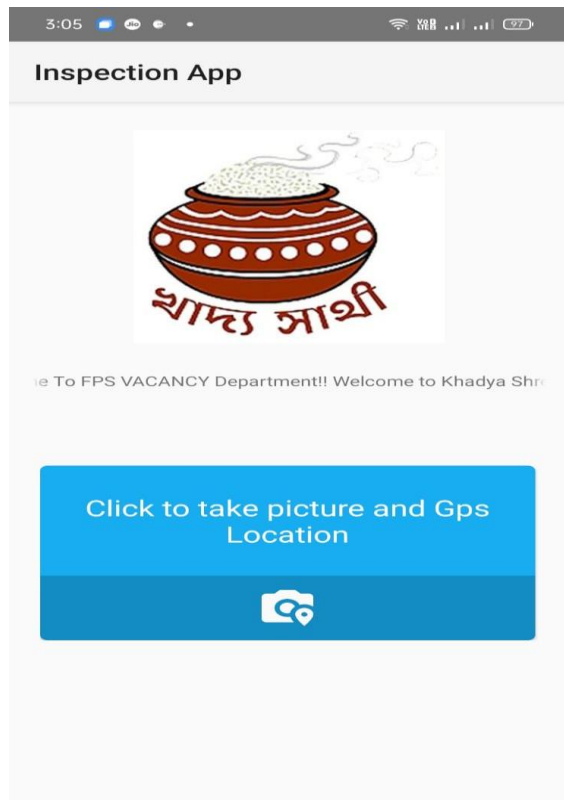
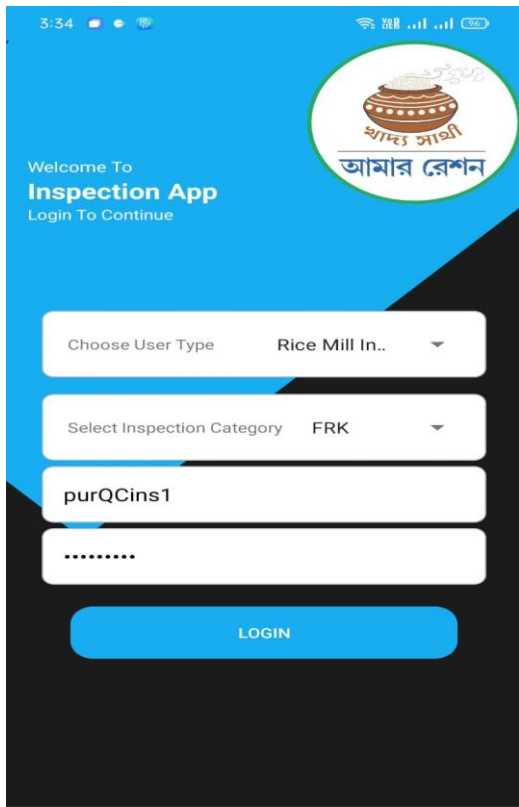


Picture 5: Link “Verify FRK details” in “Activities” menu in DCFS Login.

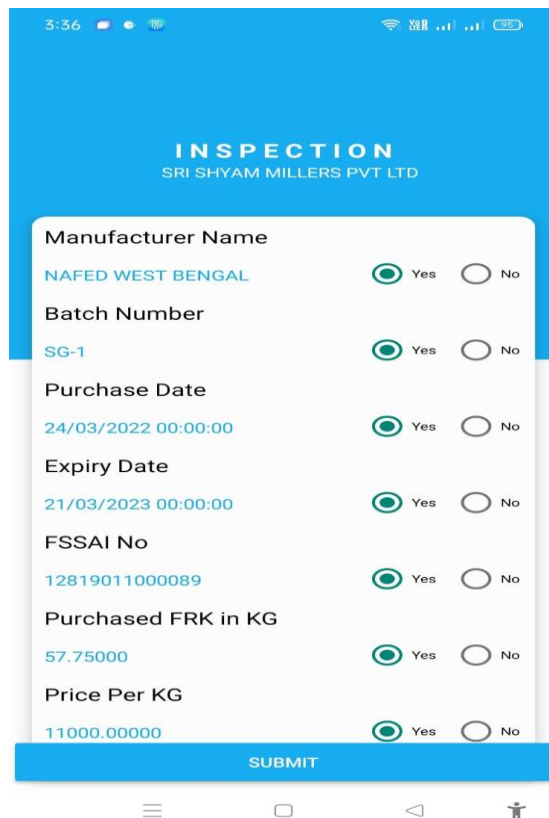
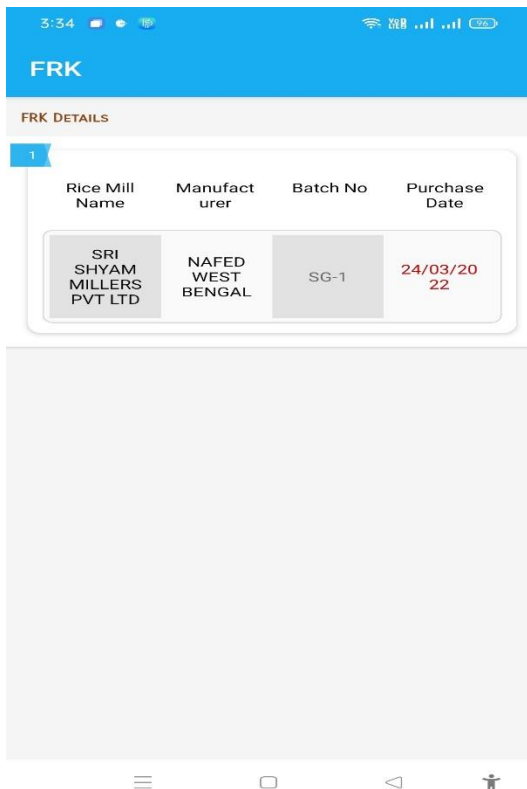


Picture 6: Screen showing FRK details and assigning Inspector.

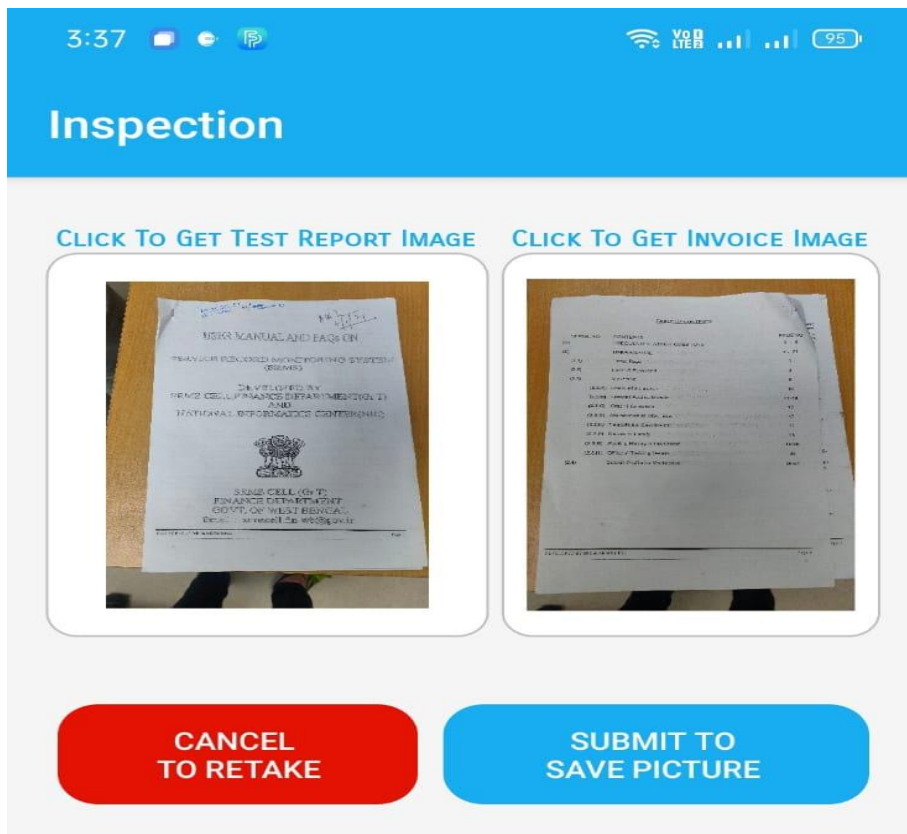
- The Inspector, F&S will visit the Rice Mill, verify the FRK sample, laboratory test report, batch number, expiry date and the invoice with the original. He may approve or reject the application and uploaded documents of the Rice Mill in the mobile app, as done in case of the blending machines. At the same time, he may upload the desired correct documents at the time of enquiry in the Rice Mill. The screenshots of the mobile app are given below in pictures 7 to 11, below.



Picture 7 & 8: Login screen of the mobile app for Inspector, F&S, for FRK verification

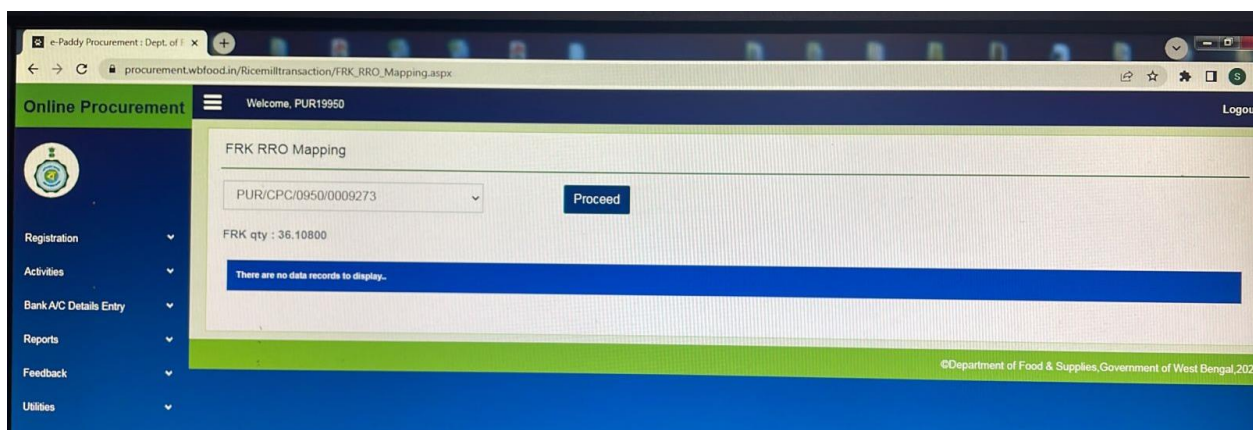


Picture 9 and 10: Verification screen of the mobile app through which an Inspector, F&S will submit his report at the time of enquiry



Picture 11:
Screen in mobile app for uploading picture of test report etc. at the time of enquiry

10. Upon verification, the report may be submitted by the Inspector and the report will be available in the login of DCF&S concerned.
11. The DCF&S may approve or reject the same being satisfied / dissatisfied on the enquiry report.
12. If rejected, the same will again be available in the login of the Inspector for further submission / correction.
13. If approved, the approval summary will be available in the login of the Rice Millers (picture 4, above) and he will thereafter be able to tag this FRK with the RRO given to him for production and delivery of fortified rice.
14. The Miller will select the RRO from drop down menu, as shown in the picture 12, below.



Picture 12: Screen for mapping FRK (that has been approved by DCFS) with RRO given

15. On selection of the RRO, the Miller will tag the approved FRK. Upon tagging, the required quantity will be automatically deducted from the purchased quantity and thus the stock of FRK will be updated.
16. At the time of Bill submission, the e-WQSCs may be selected which is linked with the fortified rice RRO on approval of DCFS. The Bill can be generated by one click without uploading of any document, further.