

Name of the 3rd party inspection company		
Number of field monitors provided by the 3rd party		Duration for the monitoring
<b>Annex 6</b>		
<b>A. The loading Checklist of Food</b>		
<b>The objectives of this checklist are:</b>		
Is to provide a confirmation that the loading was done in a procedure that will not affect the safety of the food, and that the requested procedure between ACTED and the contractor is followed.		
<b>Scope of inspection</b>	<b>Failed</b>	<b>Passed</b>
<b>TRUCK STATUS</b>		
Truck interior is clean, dry, pest free and odor free		
Interior walls and floor are in good repair.		
Doors are in good repair and secure.		
Truck free from damages, hole and leakage that can let water or other material inside the truck		
<b>HANDLING DURING THE LOADING</b>		
The loading workers are following good handling and loading practices		
The loading workers are following safe hygienic practices		
The bags and boxes are not directly laid on the floor of the truck		
<b>PACKAGING MATERIAL END STATUS</b>		
The packaging material of the kit is in good shape and free from any non conformities		
The box and bags are not stacked in away that will deteriorate the food item and the packaging		
<b>GENERAL</b>		
The overall types, number and quantities of the kits that have been loaded meet the agreed ones between ACTED and the contractor		
Pictures of the loading process have been taken		
<b>INSPECTION RESULT</b>		
Inspector		Approved:
Date:		Date:

Signature:

Signature:



