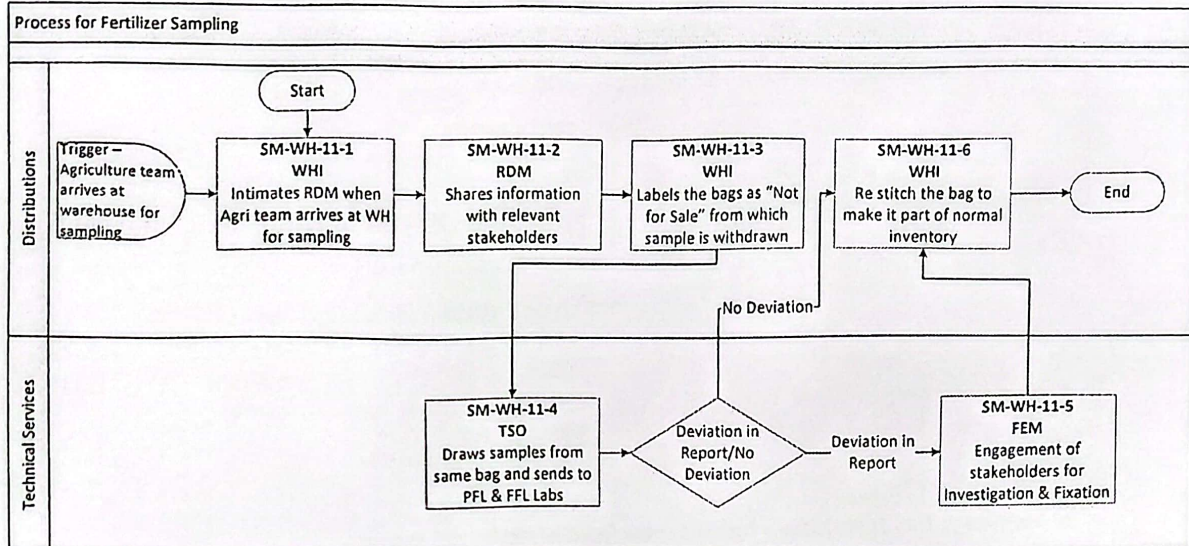


# Fertilizer Sampling from FG Warehouses by Agriculture Department

ORIGINAL  
WHEN IN RED

ISSUE DATE	
EFFECTIVE DATE	
DOCUMENT NUMBER	SM-WH-11 / 00 / 2024

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### Narration

Sl. No.	Responsibility	Process / Activity	Output
SM-WH-11.1	WHI	Warehouse In-charge (WHI) to immediately notify RDM/DSM/TSO through WhatsApp and Call whenever Agriculture Team arrives at the warehouse premises to carry out product sampling.	Intimation
SM-WH-11.2	RDM	RDM to share this information on email to concerned TSO/DSM/ RSM, keeping ZDM, HoWH, FEM and NLM in the loop.	Information sharing
SM-WH-11.3	WHI	WHI will ensure that bag from which sample is withdrawn is placed separately with the tagging "Not for Sale". Neither sample nor bag to be mixed/sold/consumed under any circumstances.	Check and control
SM-WH-11.4	TSO	a. In parallel, TSO to draw samples from the same bag from where sample was taken by Govt. Agri Department and shall send it to PFL AND FFL lab for analysis. b. In case of any deviation in internal lab report, TSO to report to Farmer Engagement Manager (FEM) and investigation shall be started by having a team of all the stakeholders which includes Plant Manufacturing, Distribution, and Sales. In case lab report is not received from Govt. Agri Department for more than two weeks, TSO can have follow up for its expedition.	Sampling and Lab analysis at FG Plants  Fixation of issue in case of deviation in results



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S. No.	Responsibility	Process / Activity	Output
		c. In case any deviation in nutrient content found b/w the Government's lab and PFL/FFL lab, TSO to immediately take up the matter with FEM while keeping respective DSM / RSM / RDM / ZDM / HoWH in loop.	
SM-WH-11.5	Farmer Engagement Manager (FEM)	FEM shall establish contacts with Agri Department as well as concerned Plant manufacturing team shall be engaged for investigation in case of locally manufactured fertilizer.  SCF shall be engaged in case of imported fertilizers (like DAP) keeping IAD in the loop.	Engagement of Stakeholders
SM-WH-11.6	WHI	Incase lab report is received from Agri department and confirmed by the TSO that nutrients are within acceptable limit / sample is found fit, WHI shall re-stitch the bag to make it part of normal inventory.	Re-bagging of sampled bag