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.

Online Procurement	Welcome, APD1927 Logout -
()	Upload the license for production of fortified rice File should be JPG or PDF format. Size less than 1 MB. Upload License *
Registration Y	Choose file No file chosen Upload License
Mill Registration	
Addl. Doc. Uploads	©Department of Food & Supplies, Government of West Bengal, 2020.
 Blending Machine Details 	
Activities 🗸	
Bank A/C Details Entry	
Reports 🗸	
Feedback Y	
Utilities Y	
https://procurement.wbfood.in/Ricemilltra	nsaction/FRKDetailsEntry.aspx

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.

Company	nan	nes	will	be	sho	wn	in	this	s I	ink,	in	drop	down	me	n
M Rectification of online	× 🍐 Food	and Supplies De		AL CARD	× 🖸 (3) WhatsApp	×	🖾 e-Paddy	Procuremen	nt 🗙 斎	Home - Unique	Identii × +	~ -	o ×	
← → C	curement.wbfo	ood.in/Ricemill	transaction/FRK	DetailsEntry.a	aspx								i£ ☆ ≱ E	1 🎲 🗄	
Online Procure	ment	Welcor	me, PUR19950											Logout -	
٢		FRK Def Purchased F sdv	tails From*			Add N	lew							_	
Registration	~														
Activities	~										©Department	of Food & Supplies,	Government of West Be	engal,2020.	
Bank A/C Details Entry															
Reports															
Feedback															
Utilities															
♦ 33	Ċ														
Type here to	search		0	e 2	2 💿	e		WI X	9	0	33	s•c ^ @ 🦔 🕯	11: (7, 4)) ENG 09-04-	14 2022 🚯	

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

- 5. After selecting or entering the name of the Company, click on "Add new" button.
- 6. 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.

M Rectification of online	🗙 👌 Foo	id and Supplies De $ imes$ DIGITAL CARD $ imes$	(3) WhatsApp ×	🔯 e-Paddy Procurement 🗙 \ 🧟 H	lome - Unique Identii 🗙 📔 🕂	~ - ø ×							
← → C 🔒 procurement.wbfood.in/Ricemilltransaction/FRKDetailsEntry.aspx													
		FRK Details											
		Purchased From*											
		sd	Add New This	Manufacturer already exist.									
Registration	*	Batch Number*	Purchase Date *		Expiry Date *								
Activities	~		dd-mm-yyyy		dd-mm-yyyy								
		FSSAI License No (of FRK)*	FRK qty. (in Kg.)*		Price (per kg.)*								
Bank A/C Details Entry													
Reports	*												
Feedback	*	EDK Image Universit											
Itilitiae	•	FRK Image Upload											
Cuntos		C File should be JPG or PDF format.	Size less than 1 MB.										
		Upload Test Report (of FRK) *		Upload Invoice copy (of FRH	K)*								
		Choose File No file chosen		Choose File No file chose	en								
			Save										
			Guid										
♦ 11 ♦	Ċ			©De	epartment of Food & Supplies,Gor	vernment of West Bengal,2020.							
₽ Type here to	search	0 💽 🚺 🤇	🥃 🛃 🔯	MI 🗴 🧿 🚺	🍮 33°C \land 🖻 🥌	English09-04-2022							

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

7. 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.

M	Rectification of online 🗙	: 🍐 Foor	d and Supplies $De_{ } imes$	DIGITAL	CARD ×	🚯 (3) W	/hatsApp ×	🙁 e-Paddy Procurem	ent 🗙 斎 I	lome - Unique Identi 🔉	< +	× -	- 0	
←	→ C	rement.wbf	food.in/Ricemilltrans	action/frkdet	ailsView.aspx						Ŀ	* *	- 🗖 🍕	0
On	line Procuren	nent	Welcome, P	UR19950									Logou	ut
	1		Submitted F	RK Details	\$									
			Purchased From	Batch Number	Purchase Date	Expiry Date	FSSAI License No.	FRK Quantity(Kg.)	Price Per Kg.	View Test Report	View Invoice Doc	Apj St	oroval atus	
Reg	istration	~	NAFED	SG-1	2022-03-	2023-	12819011000089	11000 00000	57.75000	Test Report	Invoice Doc	Ins	pector	
	Mill Registration		WEST		24	03-21	12010011000000	11000.00000	01.10000			nc	ot yet	
	Addl. Doc. Uploads		BENGAL									ass	igned.	
	Blending Machine Details	5												
	FRK Purchase Details Er	ntry							©D	epartment of Food & S	Supplies,Governmer	t of West	Bengal,202	20
	FRK Purchase Details Vi	ew												
Acti	rities													
Ban	k A/C Details Entry													
Rep	orts													
Fee	dback													
		45												
.tps:/	/procurement.wbfood.in/R	ticemilitransa	ction/trkdetailsView.asp	×						A 349C A	0 e • (1		12:08	

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

8. 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.

(5) WhatsApp		×	😧 e-Padd	y Procurement : Dept. of	× +				~ - o ×			
← → C 🗎 pro	curement	.wbfoc	d.in/Rice	milltransaction/FRKVe	rificationByDCFS.aspx	c			e 🖈 🛛 🚯 :			
Online Procurement E Welcome, ddfspurt Logout *												
			FRK									
			SRI									
Procurement			SI.No	Batch Number	Purchase Date	FRK Quantity(Kg.)	View FRK Details	Assign Inspector	Action			
Paddy Target			1	SG-1	24/03/2022	11000	VIEW	Select Inspector ~	-			
Reports									Assign inspector			
Requested Rice Mill												
Activities												
Manage Muster Roll							¢D	epartment of Food & Supplies,Go	ivernment of West Bengal,2020.			
Utilities												
Schedule Count												
\$ 20 \$	٢											
📕 🔎 O 🖽 🗖			6	4 8 8	🤹 🧿 刘 🖣	3 🕞 4 🧑 🗉		🥥 34°C Haze \land 🖗 🖾	💷 🌈 🗘 ENG 14:34 📮			

Picture 6: Screen showing FRK details and assigning Inspector.

9. 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.



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

3:34 🔳 🗙 🕼			X88		3:36 ᄅ 🗢 🕸		⇒ ₩8	
FRK								
FRK DETAILS					IN S SRISHY		N VT LTD	
Rice Mill Name	Manufact urer	Batch No	Purchase Date		Manufacturer Na	ame		
SRI	NAFED		24/03/20		NAFED WEST BENG	AL	O Yes	() №
MILLERS PVT LTD	WEST BENGAL	SG-1	22		Batch Number		0	
				_	SG-1		Yes Yes	O No
					Purchase Date	0	Var	
					24/03/2022 00:00:00		U res	
					21/03/2023 00:00:00	0	Yes	
					ESSAL No		0	0
					12819011000089		Yes	
					Purchased FRK i	n KG	0	0
					57.75000		O Yes	
					Price Per KG		1.000	-
					11000.00000		Yes	O No
						SUBMIT		
Ξ)	⊲ *		=		\triangleleft	Ť

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



- 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.

 e-Paddy Procurement : [← → C ■ proce 	Dept. of F urement.	× + wbfood.in/Ricemilltransaction/FRK_RRO_M	apping.aspx	8	n	0	D	n	n	2		
Online Procurer	nent	Welcome, PUR19950										Logou
		FRK RRO Mapping										
		PUR/CPC/0950/0009273	~	Proceed								
Registration		FRK qty : 36.10800										
Activities		There are no data records to display										
Bank A/C Details Entry												
Reports								©Dep:	artment of Foc	od & Supplies,	Government of W	est Bengal 202
Utilities	÷											

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.