Commodity that appears spoiled, has passed BUBD, or is infested or damaged may be unfit for human consumption. Immediately segregate any suspect commodity to avoid potential contamination or infestation of the good stock. Contact a competent authority to analyze and document the condition of the suspect commodity, and then take action according to USAID regulation.

1. **Arrange for inspection** **and analysis** of the commodity by a public health official or other competent authority (such as an independent chemist or laboratory). For suspect commodity at the discharge port, the port may employ a health official qualified to make determinations of fitness of incoming commodity.
2. **Identify bags for sampling**. Best practice is to take samples from as many bags as possible, blend them thoroughly, and then take a sub-sample that can be analyzed to provide an average result. The more samples taken, the more the average will accurately reflect any characteristic of the lot. FAO recommends the following sample sizes.

|  |  |
| --- | --- |
| **Number of bags in the lot** | **Number of bags from which to collect samples** |
| 1–10 | Each bag |
| 11–25 | 5 bags |
| 26–50 | 7 bags |
| 51–100 | 10 bags |
| 101–999 | The square root of the total |
| 1000+ | 1% of the total |

1. **Collect samples** in the presence of Awardee representative and, if applicable, vessel’s agent, port health official, and the Independent Surveyor.

* Stand each sample bag up on end, insert a sampling probe into the top corner of the bag, and move it diagonally through the bag until the end of the probe touches the bottom corner opposite the top corner. Withdraw the sample.

**Note:** Persons collecting samples must use clean gloves and sampling bags to avoid cross-contamination.

* Combine all probe samples to produce an aggregate sample. Mix thoroughly.
* Obtain representative sub-samples (from the mixed aggregate) of between 1 and 5 kg, and seal each in a bag to protect the integrity of the sub-samples.

**Note:** Each sub-sample should be handled in a manner that minimizes the post-collection production of aflatoxin. Moist sub-samples should be held in cloth or paper bags, cooled if feasible, and transported to drying facilities as soon as possible. Avoid the use of plastic bags or storage in a confined area where humidity and temperature can increase around the commodity.

* Label each sub-sample by shipment number, and send to a qualified testing laboratory.
* Document how sub-samples were selected and collected.

1. Apublic health official (or other competent authority) prepares a **written chemical analysis report and declaration** as to whether the commodity is fit (suitable) for human consumption. The declaration should include (but need not be limited to):

* Name of vessel, warehouse, or distribution site where commodity was last located
* Date of discharge from the vessel, arrival in warehouse, or commodity first suspected unfit
* Amount of commodity examined (bags, cartons, kgs)
* Number and size of sub-samples
* Location where sub-samples were analyzed
* Date of analysis
* Results of analysis
* Reason (s) why commodity was determined to be unfit for human consumption
* Advice as to whether commodity is fit for other use
* Signature and title

1. **Attach the declaration as supporting documentation to the loss report** for any unfit commodities.

**Note:** If the loss occurred at the discharge port, the cost of analysis and declaration preparation will be covered by ITSH, or, if requested by independent surveyor, reimbursed by the CCC.