



**Format of Write off of seed**

**Doc. No.: F/QC/03/02**  
**Issue No. 02**  
**Page: 01 of 01**  
**Page Rev. No. 01**  
**Effective Date:**

**Approved by:**

Year: .....  
 Proposal No. ....

Name of the Sub Unit: .....  
 Date: .....

FOR THE SEED LOSS RESULTING OUT OF REVALIDATION RECLEANING															
S. No.	Crop/Variety	Lot No.	Qty. of the lot recd. Kg.	Recd from sub unit	Date of Receipt	IDP/GR/MT/No. and date of receipt	Date of Revalidation	Duration of handling	Qty. before revalidation	Qty. after Revalidation	Qty. of undersized seed after recleaning Kg.	Total loss kg. (Col. 9-(10+11))	% of loss	Rate/ kg.	Value
1.															
2.															
3.															
4.															
5.															
6.															
7.															
8.															
8-A.															
9.															
10.															
11.															
12.															
13.															
14.															
15.															

FOR THE SEED LOSS RESULTING OUT OF DISPOSAL OF CONDEMNED SEEDS															
No. & date of proposal for condemnation for undersized seed in col. No. 11.	Qty. before Disposal (kg.)	H.O Sanction Order & date	PARTICULARS OF DISPOSAL				Details of Loss								
			Date of disposal	Qty. disposed (kg.)	Bill No. & date	Rate (Rs./Kg.)	Value (Rs.)	Total loss kg. (col. 17-20)	% of loss	Rate kg.	Value	Ledger folio no. / date (RO)	Remarks Reason/ loss during disposal		
16.															
17.															
18.															
19.															
20.															
21.															
22.															
23.															
24.															
25.															
26.															
27.															
28.															
29.															

Certified that the items/ quality included in the proposal have  
 Not been proposed earlier

**Area Manager** (I/C-Stores)      **I/C-QC ( R.O. )**      **Regional Manager**  
 Recommendations of write off committee at HO,  
**Head (QC)**      **Head(Prod)**      **Head(Marketing)**      **Head(Finance)**