

Times must have colons (:)

FSA Commodity Codes		
WBUE20 Bulgur, Soy Fortified- Exp WBUD10 Bulgur-Dom WBUE10 Bulgur-Exp RCED10 Cereal, Rice, Instant-Dom WCED10 Cereal, Whole Wheatmeal-Dom WPAD10 Lasagna-Dom CBLE10 Corn Soy Blend-Dom CMKE20 Corn Soy Milk, Instant-Exp CMKE10 Corn Soy Milk-Exp CCME20 Cornmeal, Soy Fortified-Exp CCMD10 Cornmeal-Dom CCME10 Cornmeal-Exp CCMD20 Cornmeal Regular-Dom WFAD20 Farina-Dom WFLD10 Flour, All Purpose-Dom WFLE10 Flour, All Purpose-Exp WFLD20 Flour, Bakers, Hd Wht Hearth Style-Dom WFLD25 Flour, Bakers Soft Wht BI-Dom WFLD30 Flour, Bakers Soft Wht Unbl-Dom WFLD15 Flour, Bred Bakers Hd Wht-dom WFLD40 Flour, Bread, Hearth Style-Dom WFLE30 Flour, Bread, Wheat, Soyfort 12%-Exp WFLD35 Flour, Bread-Dom	WFLE20 Flour, Bread-Exp WFLD45 Flour, Cake-Dom CFLE10 Flour, Corn Soya Masa Instant-Exp CFLD10 Flour, Corn Masa Instant-Dom WFLD50 Flour, Durum-Dom WFLD55 Flour, Pastry-Dom SFLE10 Flour, Soy, Defatted-Exp WFLD60 Flour, Whole Wheat-Dom CCED20 Fortified Corn Cereal-Dom RCED20 Fortified Rice Cereal-Dom WCED20 Fortified Wheat Cereal-Dom CGRD10 Grits, Corn, Coarse-Dom CGRD20 Grits, Corn, fine-Dom GGRE10 Grits-sorghum, Soy fortified-Exp WPAD10 Lasagna-Dom WPAE10 Macaroni, Wheat Soy-Exp WPAD20 Macaroni-Dom WPAD24 Macaroni, Enr, Rotelle, Reg. Cook WPAD25 Macaroni, Rotini, Reg. cook TRGE30 Oats, Rolled, Soy Fortified-Exp TRGD20 Oats, Rolled, Instant-Dom TRGE20 Oats, Rolled, Instant-Exp TRGD30 Oats, Rolled, Quick-Dom	SSHD10 Shortening-I-Dom SSHD20 Shortening-II-Dom SSHD30 Shortening-III-Dom, Liquid SOLE40 Soybean Oil, Crude Degummed-Exp WPAD30 Spaghetti-Dom CYSD10 Syrup, Corn Blend-Dom OLD10 Vegetable Oil-A-Dom SOLE10 Vegetable Oil-A-Exp SOLD20 Vegetable Oil-B-Dom SOLE20 Vegetable Oil-B-Exp SOLD30 Vegetable Oil-C-Dom SOLE30 Vegetable Oil-C-Exp WPAD40 Vermicelli-Dom WBLE10 Wheat Protein Concentrate Blend-Exp WBLE20 Wheat Soy Blend-Exp WMKE10 Wheat Soy Milk-Exp WRGD10 Wheat Rolled-Dom SOLE30 Vegetable Oil-C-Exp WPAD40 Vermicelli-Dom WBLE10 Wheat Protein Concentrate Blend-Exp WBLE20 Wheat Soy Blend-Exp WMKE10 Wheat Soy Milk-Exp WRGD10 Wheat Rolled-Dom

VA Commodity Codes		
CCMD90 Cornmeal, Degummed, Enriched WEGD90 Egg Noodles, Ribbon Shaped WEGD95 Egg Noodles, Ribbon, Shaped, Yolk WFAD90 Farina Enriched Malt Low Sodium WFAD95 Farina wheat Enriched, Quick-Dom WFLD90 General Purpose Wheat Flour	CRGD90 Hominy Grits, Enriched, Quick-Cook WPAD95 Macaroni, Enriched, Elbow, Regular NCMD90 Noodles Chow Mein TRGD90 Rolled Oats, Quick Cooking SOLD90 Salad Oil, Type A SSHD90 Shortening Type I	SSHD95 Shortening Type III WPAD90 Spaghetti, Enriched, Long Form, Regular CSYD90 Syrup, Type III, Blended and Ref. MSYD90 Syrup, Type VIII, Class 2, Thick WCED90 Whole Wheat Cereal, Malt Quick-Cook

DSCP Commodity Codes		
MMXU63 Mix, Cheesecake (Unbaked) MSHU95 Bakery Mix Shortening, Emulsified MBRU20 Bread, White, Enriched, Canned MBRU25 Bread, Shelf Stable, I MBRU10 Brownies, Type I MCCU10 Cake, Canned, Apple Coffee, Type II MCCU40 Cake, Canned, Blueberry, Type II MCCU50 Cake, Canned, Cherrynut, Type II MCCU35 Cake, Canned, Chocolate, Type II MCCU25 Cake, Canned, Fruit, Type I MCCU15 Cake, Canned, Marble, Type II MCCU45 Cake, Canned, Orange Nut, Type I MCCU20 Cake, Canned, Pound, Type II MCCU30 Cake, Canned, Spice, Type II MCBU10 Cereal Bars I, Cornflake MCBU15 Cereal Bars II, Rice-Cornflake MCBU20 Cereal Bars III, Fruit-Flv Cornflake MCBU25 Cereal Bars IV, Granola TCOU10 Cookies, Oatmeal, Type II CSTU10 Corn Starch, Type I CSTU20 Corn Starch, Type II CSTU30 Corn Starch, Type III CCMU10 Cornmeal, Type I, Coarse CCMU15 Cornmeal, Type I, Fine CCMU20 Cornmeal, Type II, Coarse CCMU25 Cornmeal, Type II, Fine WCRU30 Crackers, Class II WCRU10 Crackers, Soda, Plain, Type I, Class A WCRU20 Crackers, Soda, Salted, Type I, Class B UDUP10 Dessert, Pwdr, Inst, Starch, Class 1-Choc UDUP20 Dessert, Pwdr, Inst, Starch Class 2-Van	UDUP30 Dessert, Pwdr, Inst, Starch, Class 3-Btsc WFAU10 Farina, Type I WFLU20 Flour, Bread, Type I, Hd Wht WFLU30 Flour, Pastry, Type IV WFLU40 Flour, Type II, Cake WFLU10 Flour, Type III, General Purpose MCBU35 Granola Bar Type II CGRU20 Grits, Hominy UICU10 Icing Mix Powder, Flavor 1 (Vanilla) UICU30 Icing Mix Powder, Flavor 3 (Other) UICU20 Icing Mix Powder, flavor 2 (Chocolate) WPAU10 Lasagna, Group IV WPAU20 Macaroni, Group I UMAU10 Margarine, Canned UMAU20 Margarine, Type I UMAU30 Margarine, Type II MMXU45 Mix, Angel Food, Class 1, Style F MMXU48 Mix, Devil's Food, Class I, Style C MMXU21 Mix, Doughnut, Class 3 MMXU51 Mix, Gingerbread, Class 1, Style D MMXU30 Mix, Pancake & Waffle, Class 2, Style G MMXU39 Mix, Pancake & Waffle, Class 2 MMXU09 Mix, Pancake & Waffle, Buckwheat, Class 2, Style F MMUX54 Mix, Pound Cake, Class 1, Style E MMUX06 Mix, Roll, Class 4, Style A MMUX36 Mix, Sweetdough, Class 4, Style B MMUX57 Mix, White Cake, Class 1, Style A MMUX60 Mix, Yellow cake, Class 1, Style B MMUX42 Mix, Yellow Cornbread, Class 2, Style A MMUX12 Mix, Brownie, Butterscotch, Class 5, Style B MMUX15 Mix, Brownie, Chocolate, Class 5, Style A	NCMU10 Noodles, Chow Mein WEGU10 Noodles, Egg, Type I WEGU20 Noodles, Egg, Type I, Egg yolk MCBU30 Oatmeal Cookie Bar, Type I MCBU90 Oatmeal Cookie and Granola Bar TRGU40 Oats, Instan, Flavored TRGU50 Oats, Instant, Flavored, Tray - Pack TRGU30 Oats, Rolled, Instant, Type I I I TRGU20 Oats, Rolled, Quick, Type I I TRGU10 Oats, Rolled, Regular, Type I CGNU20 Popcorn, Type I, Fancy CGNU30 Popcorn, Type I, No. 1 CGNU40 Popcorn, Type I I, Fancy CGNU50 Popcorn, Type I I, No. 1 MSOU10 Salad Oil, Type A MSOU20 Salad Oil, Type B MSOU30 Salad Oil, Type C MSHU10 Shortening-I MSHU20 Shortening- I I MSHU45 Shortening-I I I WPAU30 Spaghetti, Group I I USYU10 Syrup, Type I USYU20 Syrup, Type I I USYU30 Syrup, Type I I I USYU40 Syrup, Type V USYU50 Syrup, Type V I USYU80 Syrup, Type V I I USYU60 Syrup, Type V I I I, Class 1, Thin USYU70 Syrup, Type V I I I, Class 2, Thick WPAU40 Vermicelli, Group I I I MMXU03 Mix, Biscuit, Class 2, Style B

Instructions for Completing FGIS-992

Actions by person performing inspection. Complete items 1 through 37.

1. Field office performing the service.
2. Type of sample, check one; or specify if you check "other".
3. Contract number assigned by the contracting party when applicable. Include prefix characters as part of the contract number.
4. Sample or lot number assigned. Field offices shall specify one range of lot numbers for each commodity location (mill point). This range shall be large enough to accommodate the maximum number of lots inspected at that commodity location under any one contract. Each range must begin with a number which ends with the digit 1 (e.g., 501-1000; 2501-3000; 1-350). Lot numbers must be numeric and cannot exceed 4 digits in length. Each lot will have its own number (e.g., 501; 502; 503; etc.). To identify new original inspections, either reserve the first digit of the four digit lot code number for this purpose or use the next available lot number for each contract. Julian date codes may be used for DSCP.
5. Date sampled (MM/DD/YY).
6. Commodity code (sees reverse side of form for codes, or contact the testing laboratory for codes not listed).
7. Location code from the list of numbers provided to the field office.
8. Applicant number derived by using the last six numbers of the NFC applicant number.
9. Name and address of applicant.
10. Type of commodity and whether domestic or export.
11. Location of commodity if other than the applicant's address. If the location is the same as block 9, show "Same".
12. Car number, license number, or other identification of the carrier.
13. Record the seal numbers applied and/or broken. If space is not adequate, show "See Below" and place in blocks 16 or 36.
14. Inspection point code. Field offices view the Grain and Weighing Information System(GIWIS) under "Reports -- Active Specified Service Points" for identifying codes, agencies and contractors must contact area field office for codes.
15. Destination if known. When submitting ethylene dibromide residue testing and aflatoxin survey samples, use the destination codes provided in Grain Inspection Handbook, Book IV, Chapter 4, Data Collection Forms, Report of Grain Inspected and Weighed for export, Form FGIS-938.

16. Number of containers and complete description of kind of containers (the descriptive terms should be those used in the announcements and specifications). Record checkloading information, such as tally or description, of how the count was made. When submitting supervision samples, include the type of test performed and the original results obtained. Also, include any necessary laboratory instructions.
17. The gross weight of each container weighed. Refer to the checkweighing instructions in the Weighing Handbook, Chapter 4, Section 4.5, to determine the number of containers to weigh. When not recording in pounds. Indicate the unit of weight used. Weights should be entered as exactly displayed on the scale used. E.G., if the scale's smallest division size is 0.1, then 110.1, not 110.10.
18. Record the total gross weight of the containers weighed by totaling the results in the columns following block 17.
19. The weight of the empty outer containers weighed. Refer to the checkweighing instructions in the Weighing Handbook, Chapter 4, Section 4.5, for the number of containers to weigh. Place a "1" here if the tare is not known and using a tare value from Table 4 of Chapter 4 of the Weighing Handbook in block 20.
20. The total weight of the empty outer containers weighed by totaling the results in block 19 above (The tare containers are weighed together in one weighing). Outer containers weighed individually must be handwritten by on the back of the form and the total of all entered in block 20.
21. The weight of empty inner containers weighed, if present. Refer to the checkweighing instructions in the Weighing Handbook, Chapter 4, Section 4.5, for the number of containers to weigh. When not recording in pounds, indicate the unit of weight used (The tare containers are weighed together in one weighing). Inner containers weighed individually must be handwritten by on the back of the form and the total of all entered in block 22.
22. The total weight of the empty inner containers selected, if present from block 21.
23. Record the average gross weight of the filled containers, by dividing the results in block 18 by the number of containers weighed. This field is automatically calculated if completed electronically.
24. Record the average tare weight of the empty containers. This field is automatically calculated if completed electronically. If the empty containers are not available for determining tare weight and the lot was previously checkweighed (e.g., at origin), use the previously determined tare weight. If it is not known whether the tare was previously determined use Weighing Handbook, Chapter 4, Section 4.5, Table 4.
25. Record the average net weight of containers by subtracting the result in block 24 from that in block 23. This field is automatically calculated if completed electronically.
26. Record the estimated gross weight of the lot by multiplying the number of containers in the lot block 16 by the result in block 23. This field is automatically calculated if completed electronically.
27. Record the estimated tare weight of the lot by multiplying the number of containers in the lot block 16 by the result in block 24. This field is automatically calculated if completed electronically.

28. Record the estimated net weight of the lot by subtracting the result in block 27 from that in block 26. Some commodity instructions say to certify using the labeled or intended amount for certification if the lot complies, but for the purposes of this worksheet use the sampled calculations for block 28. This field is automatically calculated if completed electronically.
29. The name of the sampler(s).
30. Date service was performed.
31. Starting time to the nearest $\frac{1}{4}$ hour. For the automatic calculating feature to work column 33 the time must be entered in military time and with a ":" (colon) separating the hours from minutes. Shifts exceeding a calendar day 24-hour period (00:15-24:00) must be split between two entries.
32. Stopping time to the nearest $\frac{1}{4}$ hour. For the automatic calculating feature to work column 33 the time must be entered in military time and with a ":" (colon) separating the hours from minutes. Shifts exceeding a calendar day 24-hour period (00:15-24:00) must be split between two entries.
33. The total hours for each period of time recorded. If more than one lot is worked simultaneously, prepare an FGIS-992, for each. Record the time worked on each form; however, do not attempt to prorate and divide the time between different lots. This field is automatically calculated if completed electronically.

Place asterisks by the hours worked and under the "comments of sampler," identify the other lots worked simultaneously. When billing, field office personnel shall divide the time equally between the lots worked simultaneously or use the following method to prorate the time worked on each lot.

- a. Total the hours worked on each lot individually during a 1-day (24 hour) period.
 - b. Total the hours worked on all lots during the 1-day (24 hour) period.
 - c. Divide the hours worked on each individual lot by the total hours worked on all lots.
 - d. Multiply this amount by the actual clock hours worked for the day (24 hours) and round to the nearest $\frac{1}{4}$ hour.
34. The type of service performed (abbreviations are acceptable; i.e., S-sampling, C-condition, CW-checkweighing, CC-checkcount, SB-stand by, etc).
35. The total hours worked. This field is automatically calculated if completed electronically.
36. Special services, unusual conditions, events, or observations concerning the lot. When necessary, give an explanation of the time recorded when other lots are worked simultaneously or condition of the carrier when found to be unfit to maintain the quality of the product.
37. Name(s) of person(s) performing services.

Actions by person(s) in the field office confirming information. Complete items 38 through 41.

- 38. Date sample was mailed.
- 39. Date the field office received the results from the testing laboratory.
- 40. Date the results were called to the vendor.
- 41. The date the certificate was mailed.

CONTACT INFORMATION:

Contact the field office responsible for the geographic area in which the service will be provided. Details for these locations can be found on the [FGIS website](#). The completed form should also be mailed to this location.

For further information on the Form FGIS-992 "Service Performed Report" contact:

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