

**Design and Implementation of an Interoperable Risk based Food
Safety Inspection Information Management System (IIMS) for the
FCAU of Ministry of Health**

User Training Guide

Laboratory Coordination Module

Prepared By



PROCONS INFOTECH (PVT) LTD

171 2/1, NAWALA ROAD, NUGEGODA, SRI LANKA.

T: +94 11 2199555 F: _94 11 4209555

E: info@procons.lk W: www.proconsinfotech.com

Document Version: V1.2

Last Edited: 28th September 2026

Key Summary

Project Name	Design and Implementation of an Interoperable Risk based Food Safety Inspection Information Management System (IIMS) for the FCAU of Ministry of Health
Tender No	2026/FASRL/FASRL/135600
Contract No	304/2026/UNJP/SRL/076/EC
Sponsor	UNFAO
Approver	Food Control and Administration Unit (FCAU) of Ministry of Health (MOH)
Author	Procons Infotech (Pvt) Ltd

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1. Laboratory Testing Process

The Laboratory Testing module enables authorized laboratory personnel to manage sample reception, testing activities, result validation, report submission, and communication of laboratory outcomes through the FCAU IIMS.

The module ensures end-to-end sample traceability, controlled access to laboratory records, and timely sharing of results with regulatory authorities for decision-making and enforcement activities.

2. Sample Receipt and Registration

Laboratory personnel must log in to the system using their authorized credentials to access sample management functions.

Upon receipt of a sample, the sample can be identified using one of the following methods:

- QR code scanning
- Manual sample reference number entry

The Laboratory Reception Officer (LRO) verifies the received sample against the information submitted by the requesting authority.

Verification may include:

- Sample reference number
- Sample type
- Collection details
- Source information
- Supporting documentation

Following verification, the sample reception process is completed within the system.



Assigned Food Samplings

Home • Assigned Food Samplings

List of all food samplings assigned to your laboratory.

Search		Status					
Search by sample number, reference, food item...		All Statuses					
Sample Number	Process Type	Reference ID	Category	Food Item	Sample Received Date	Status	Actions
FSN/2026/09/28/5/1	Export	9a0dbec-9474-45a2-bfad-0a702d41ec4b	Supermarkets	Product 20	28 Sep 2026 12:02 PM	Accepted	 
FSN/2026/09/23/5/2	Export	f53856e4-cb38-4198-96e5-f50b93cf08e9	Bakeries	Product 2	23 Sep 2026 10:59 AM	Completed	
FSN/2026/08/31/26/1	Salt Factory	01a057af-1adb-732d-9fb6-102b4ffb0e37	Food Manufacturing	Isuru Table Salt	31 Aug 2026 05:15 PM	Completed	
FSN/2026/08/24/5/2	Export	bcacd071-39c4-43f0-9927-60917094904a	Bakeries	Product Pizza	24 Aug 2026 02:00 PM	Completed	
FSN/2026/08/24/5/1	Export	2b200f7b-19ae-4e1b-9864-3c82c476bd56	Bakeries	ABC	24 Aug 2026 01:49 PM	Completed	
FSN/2026/08/23/18/1	Salt Factory	01a02c83-18ca-7026-ac24-d21adba1b95a	Food Manufacturing	Pure Salt	23 Aug 2026 05:29 AM	Completed	
FSN/2026/08/18/5/1	Export	6ae194cc-e27c-483c-ab11-51f8ea4f6179	Catering Services	Coffee	19 Aug 2026 06:53 AM	Completed	
FSN/2026/08/14/5/1	Export	fc84b41c-3a4e-4215-a5f4-104b063cdeec	Catering Services	ssssss	14 Aug 2026 09:33 AM	Completed	

Figure 1 Sampling list



Food Sampling to Laboratory

Home • Food Sampling to Laboratory

Food Sampling to Laboratory

Process Type *

Other

Reference ID *

TEST-100

Date of Sampling *

08/24/2026

Time of Sampling *

03:42 AM

Food Category *

Bakeries

Food Item *

Sample

Food Sub Category *

Artisanal Bakery

Formal/Informal *

Formal

Nature of Food *

Test Sample

Place of Sampling *

Test Place

Name of the Seller/Organization/Organizer *

Test Seller

Owner of the Premise *

Test Owner

Sampling Location GPS Coordinates & Map

Use Current GPS Location



Figure 2 Sampling creation page

The screenshot shows the 'Sampling' creation page. On the left is a dark sidebar with the 'MINISTRY OF HEALTH FCAU FSRIMS' logo and a list of menu items. The 'Sampling' menu item is highlighted. The main area has a map of Sri Lanka at the top with a pin and instructions to 'Click anywhere on the map or drag the marker pin to select the exact sampling location.' Below the map are input fields for 'Latitude' (e.g., 6.927079) and 'Longitude' (e.g., 79.861244). There is a checkbox labeled 'Zero Payment Sample (PHI / FDI Official Sample -- No Lab Fee)' with a note: 'Mark this sample as an official PHI/FDI submission. Laboratories do not charge testing fees, and no payment invoice will be generated.' Below this is a section titled 'Laboratory Dispatches' with a '+ Add Laboratory' button. It contains four input fields: 'Laboratory *' (a dropdown menu), 'Sample Number *' (containing 'FSN/2026/09/29/5/2'), 'Number of Samples *' (empty), and 'Quantity of Food' (containing 'e.g. 500g, 1L'). A note states 'Mandatory fields are displayed in asterisk (*)'. At the bottom right is a green 'Save & Submit' button. The user profile 'FDI user' is visible in the bottom left of the sidebar.

Figure 3 Sampling creation page below section

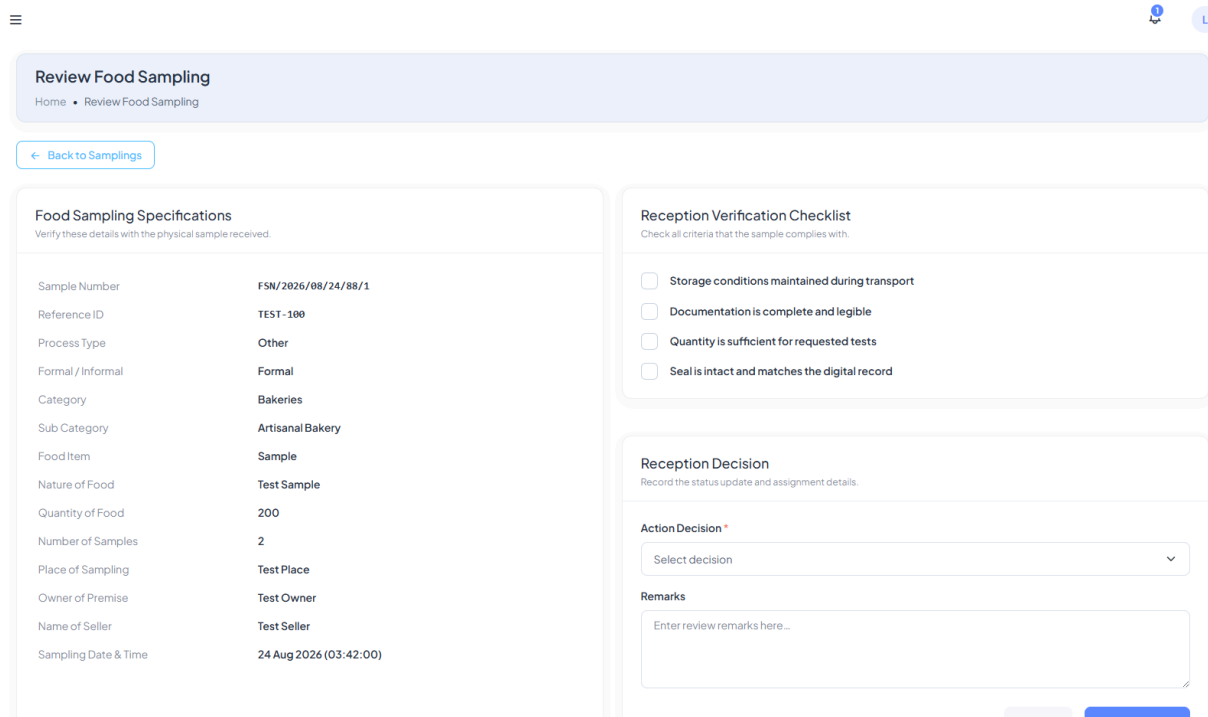
3. Sample Acceptance and Rejection

After verification, the Laboratory Reception Officer records the sample reception outcome.

If the Sample is Accepted

When the sample satisfies the required acceptance criteria:

1. The sample status is updated to **Received/Accepted**.
2. The sample is assigned for laboratory testing.
3. The sample becomes available to authorized laboratory analysts for processing.



Review Food Sampling
Home • Review Food Sampling

[← Back to Samplings](#)

Food Sampling Specifications
Verify these details with the physical sample received.

Sample Number	FSN/2026/08/24/88/1
Reference ID	TEST-100
Process Type	Other
Formal / Informal	Formal
Category	Bakeries
Sub Category	Artisanal Bakery
Food Item	Sample
Nature of Food	Test Sample
Quantity of Food	200
Number of Samples	2
Place of Sampling	Test Place
Owner of Premise	Test Owner
Name of Seller	Test Seller
Sampling Date & Time	24 Aug 2026 (03:42:00)

Reception Verification Checklist
Check all criteria that the sample complies with.

- ☐ Storage conditions maintained during transport
- ☐ Documentation is complete and legible
- ☐ Quantity is sufficient for requested tests
- ☐ Seal is intact and matches the digital record

Reception Decision
Record the status update and assignment details.

Action Decision *
Select decision

Remarks
Enter review remarks here ...

[Cancel](#) [Submit for Review](#)

Figure 4 Review food sampling

If the Sample is Rejected

Where the sample does not meet acceptance requirements:

1. The sample status is updated to **Rejected**.
2. The reason for rejection is recorded.
3. Relevant FCAU officers and authorized users may be notified.
4. The sample record remains available for audit and traceability purposes.

4. Laboratory Testing

Accepted samples proceed to the laboratory testing stage.

Authorized laboratory analysts perform the required tests according to approved laboratory procedures, testing standards, and regulatory requirements.

During the testing process, laboratory personnel may record:

- Test observations
- Measurements
- Analytical findings
- Supporting notes
- Test outcomes

All testing activities are maintained against the corresponding sample record.

Laboratory Report Preparation

Upon completion of testing, laboratory analysts prepare the official laboratory report containing the test findings and conclusions.

The report is finalized in accordance with established laboratory procedures before submission to the system.

5. Result Submission

The finalized laboratory report is uploaded to the system in PDF format.

Where applicable, the system may perform Optical Character Recognition (OCR) / automated data extraction to identify and capture relevant information from the uploaded report.

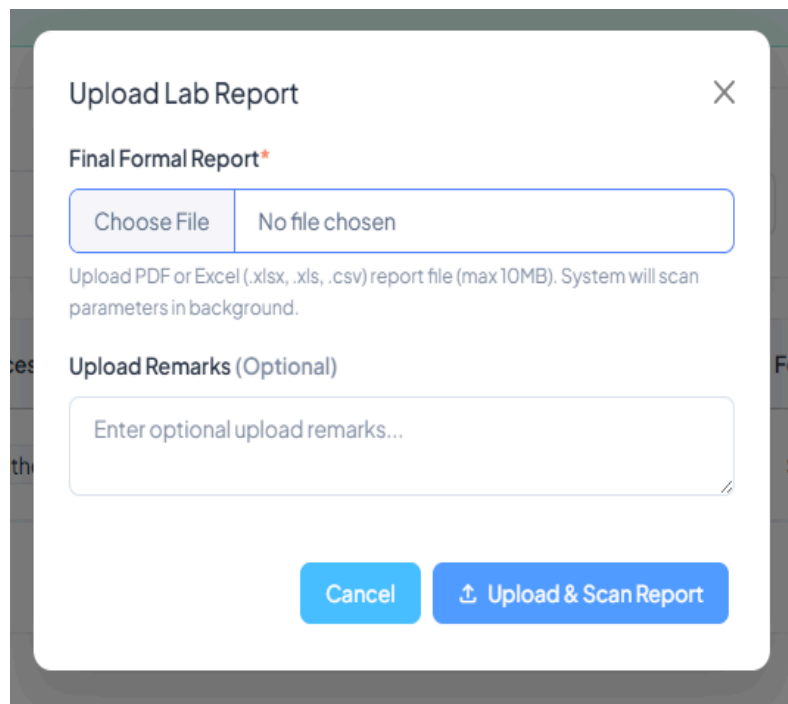
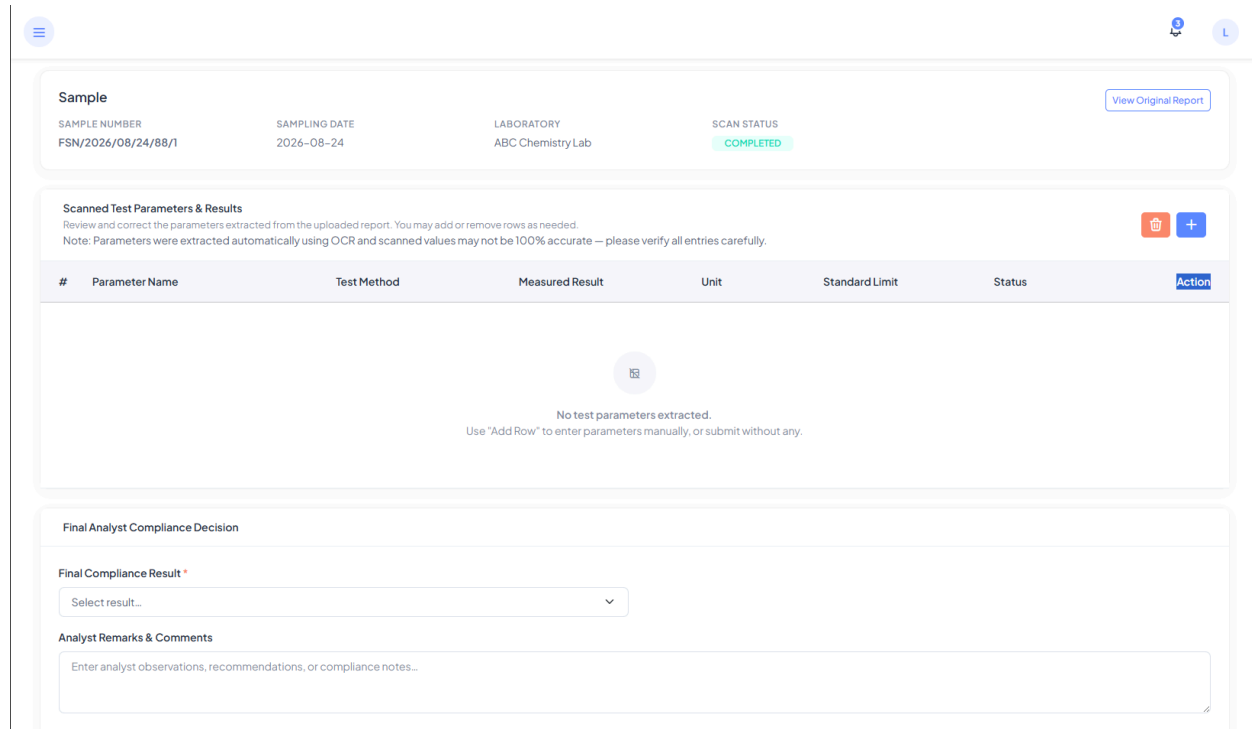


Figure 5 Final report upload section



The screenshot displays the PROCONS system interface for final compliance result submission. It includes a 'Sample' section with fields for Sample Number (FSN/2026/08/24/88/1), Sampling Date (2026-08-24), Laboratory (ABC Chemistry Lab), and Scan Status (COMPLETED). Below this is a 'Scanned Test Parameters & Results' section with a table header: #, Parameter Name, Test Method, Measured Result, Unit, Standard Limit, Status, and Action. The table currently shows 'No test parameters extracted.' and a message to use 'Add Row' to enter parameters manually. The 'Final Analyst Compliance Decision' section features a 'Final Compliance Result' dropdown menu and a text area for 'Analyst Remarks & Comments'.

Figure 6 Final compliance result submission

6. Result Communication

Verified laboratory results are automatically made available to authorized users based on their assigned roles and permissions.

These users may include:

- FCAU Officers
- Medical Officer of Health (MOH) users
- Public Health Inspectors (PHI)
- Food and Drug Inspectors (FDI)

Users may view laboratory reports, test results, and related sample information through the system.

Import Inspection									
Home > Import Inspection									
Food Category: All Food Categories Workflow Stage: All Workflow Stages Lab Result: All Lab Results Process Decision: All Process Decisions Search: FCAU No., CUSDEC No., Category, HS Code... Per Page: 10 Filter									
Import Inspection Entries									
FCAU No.	CUSDEC No.	Food Category	Food Subcategory	HS Code	Workflow Stage	Lab Result	Process Decision	Payment Status	Actions
1 I-VH5GBH	123345	Dairy Processing	Ice Cream Factory	1234	Label Verification	Pass	Re-test	Paid	[Icons]
2 I-4MR888	12334	Dairy Processing	Ice Cream Factory	1234	Label Verification	Pass	Sampling	Paid	[Icons]
3 I-JHFTCK	888888888	Bakeries	Artisanal Bakery	111	Label Verification	—	Released	Paid	[Icons]
4 I-YA3LQN	5432123	Dairy Processing	Ice Cream Factory	123	Label Verification	Pass	Sampling	Paid	[Icons]
5 I-R3H3DA	5432123	Dairy Processing	Ice Cream Factory	123	Label Verification	Pass	—	Paid	[Icons]

Figure 7 Lab result view page

7. Regulatory Actions Based on Results

Laboratory outcomes may trigger additional regulatory activities depending on the findings.

Possible actions include:

- Product release approval
- Re-testing requests
- Corrective action requirements
- Additional inspections
- Enforcement measures
- Compliance monitoring activities

All actions initiated as a result of laboratory findings are linked to the corresponding sample and regulatory records for traceability.

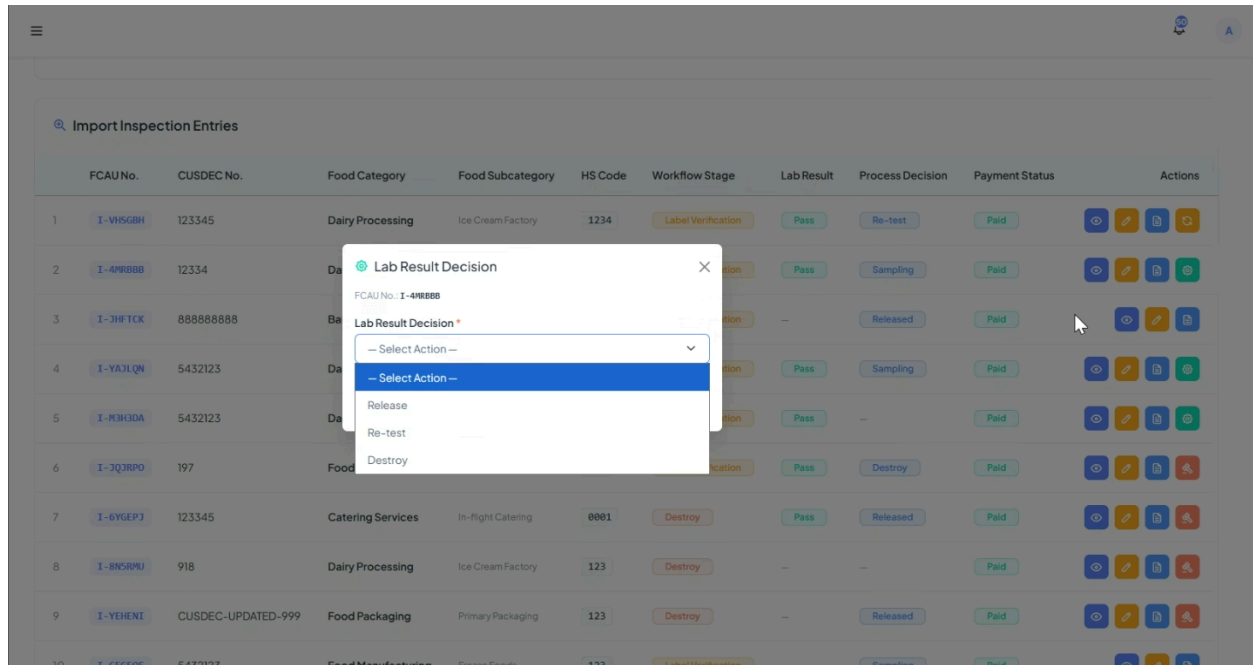


Figure 8 Regulatory action-based result

8. Record Retention and Traceability

The system maintains a complete history of laboratory activities and sample records.

The following information is retained for audit and compliance purposes:

- Sample reception records
- Sample status history
- Laboratory test results
- Uploaded laboratory reports
- Validation activities
- User actions and approvals
- Regulatory follow-up activities

These records support traceability, reporting, compliance monitoring, and regulatory audits.

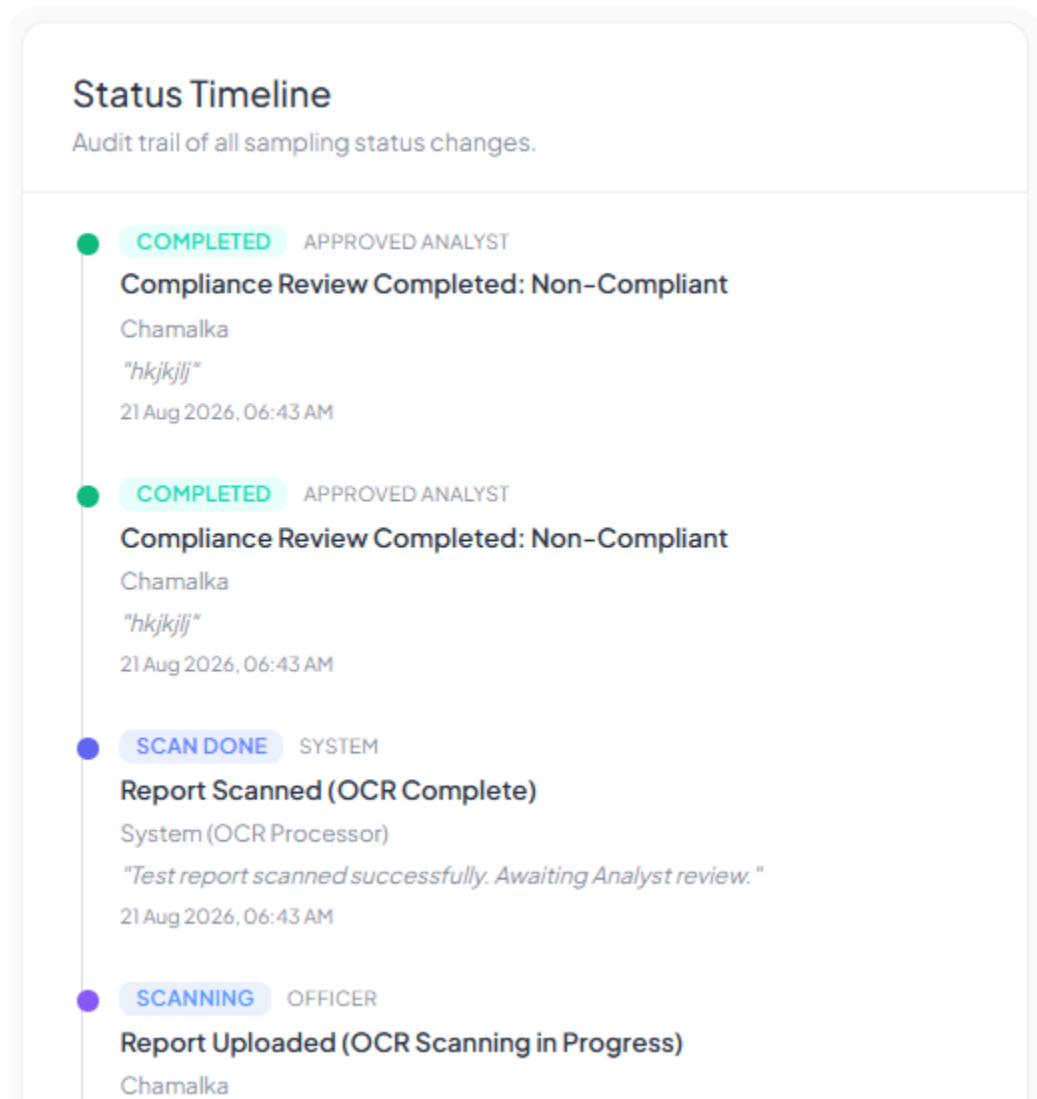


Figure 9 Timeline tracking



Figure 10 Timeline tracking