



Model Curriculum

QP Name: Assistant Lab Technician-Food and Agricultural Commodities

QP Code: FIC/Q7601

QP Version: 1.0

NSQF Level: 4

Model Curriculum Version: 1.0

Food Industry Capacity and Skill Initiative (FICSI)
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Training Parameters

Sector	Food Processing
Sub-Sector	Fruit & Vegetable, Food Grain Milling (Including Oilseeds), Dairy Products, Meat & Poultry, Fish & Seafood, Bread & Bakery, Alcoholic Beverages, Aerated Water/Soft Drinks, Soya Food, Packaged Foods
Occupation	Quality Analysis
Country	India
NSQF Level	4
Aligned to NCO/ISCO/ISIC Code	NCO-2004/3116.20
Minimum Educational Qualification and Experience	18 years of age 1. Class 12th passed in science stream or 2. Class 10th passed and 2 years course in relevant stream or 3. Class 10th passed and 2 years of relevant experience 4. Class 10th Pass and 2 years of ITI
Pre-Requisite License or Training	1. Food standards and regulations 2. Quality analysis procedures for food and agricultural commodities 3. Food lab equipment and its handling 4. GMP 5. HACCP 6. QMS 7. Computer basics and ERP 8. Training in Food Safety Standards and Regulations (as per FSSAI) (Mandatory)
Minimum Job Entry Age	18 years
Last Reviewed On	31-05-2021
Next Review Date	31-05-2024
NSQC Approval Date	19/02/2016
QP Version	1.0

Model Curriculum Creation Date	15-02-2015
Model Curriculum Valid Up to Date	31-05-2024
Model Curriculum Version	1.0
Maximum Duration of the Course	340 Hours

Program Overview

This section summarizes the end objectives of the program along with its duration.

Training Outcomes

At the end of the program, the participants will be able to:

- Ensure quality products are produced through sampling of raw materials, packaging materials, finished products and shelf-life samples
- Prepare and maintain work area and equipment for food lab testing
- Manage housekeeping for food lab activities
- Maintain food safety and hygiene for carrying out lab activities at the food processing workplace
- Perform quantitative and qualitative quality analysis

Compulsory Modules

The table lists the modules and their duration corresponding to the Compulsory NOS of the QP.

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
Introduction to the sector and the job	10:00 Hours	04:00 Hours	00:00 Hours	00:00 Hours	14:00 Hours
Module 1: Introduction to the training program	04:00 Hours	00:00 Hours	00:00 Hours	00:00 Hours	04:00 Hours
Module 2: Professional and Core Skills	06:00 Hours	04:00 Hours	00:00 Hours	00:00 Hours	10:00 Hours
FIC/N7601 Prepare and maintain work area and equipment for food lab testing NOS Version No.: 1.0 NSQF Level: 4	10:00 Hours	12:00 Hours	00:00 Hours	00:00 Hours	22:00 Hours
Module 3: Prepare work area and equipment for food lab testing	10:00 Hours	12:00 Hours	00:00 Hours	00:00 Hours	22:00 Hours
FIC/N7602 Prepare for quality analysis and manage	12:00 Hours	50:00 Hours	00:00 Hours	00:00 Hours	62:00 Hours

housekeeping for food lab activities NOS Version No.: 1.0 NSQF Level: 4					
Module 4: Prepare for quality analysis and manage housekeeping for food lab activities	12:00 Hours	50:00 Hours	00:00 Hours	00:00 Hours	62:00 Hours
FIC/N7603 Sampling and quality analysis for food lab activities NOS Version No.: 1.0 NSQF Level: 4	28:00 Hours	95:00 Hours	00:00 Hours	00:00 Hours	123:00 Hours
Module 5: Carry out sampling and quality analysis for food lab activities	21:00 Hours	85:00 Hours	00:00 Hours	00:00 Hours	106:00 Hours
Module 6: Organizational standards and norms	07:00 Hours	10:00 Hours	00:00 Hours	00:00 Hours	17:00 Hours
FIC/N7604 Complete documentation and record keeping related to performing food lab activities NOS Version No.: 1.0 NSQF Level: 4	12:00 Hours	12:00 Hours	00:00 Hours	00:00 Hours	24:00 Hours
Module 7: Document and record keeping while performing food lab activities	06:00 Hours	04:00 Hours	00:00 Hours	00:00 Hours	10:00 Hours
Module 8: IT Orientation	06:00 Hours	08:00 Hours	00:00 Hours	00:00 Hours	14:00 Hours
FIC/N7605 Food safety, hygiene and sanitation for food lab testing NOS Version No.: 1.0 NSQF Level: 3	15:00 Hours	40:00 Hours	00:00 Hours	00:00 Hours	55:00 Hours
Module 9: Food safety, hygiene and sanitation for food lab testing	15:00 Hours	40:00 Hours	00:00 Hours	00:00 Hours	55:00 Hours
Employability and Entrepreneurship skills	28:00 Hours	12:00 Hours	00:00 Hours	00:00 Hours	40:00 Hours

Module 10: Employability and Entrepreneurship skills	28:00 Hours	12:00 Hours	00:00 Hours	00:00 Hours	40:00 Hours
Total Duration	115:00 Hours	225:00 Hours	00:00 Hours	00:00 Hours	340:00 Hours

Module Details

Module 1: Introduction to the training program and overview of food processing industry

Bridge Module

Terminal Outcomes:

- Discuss the opportunities available for Assistant Lab Technician- Food and Agricultural in food processing industry
- List the GMP and HACCP practices and FSSAI guidelines applicable in the job

Duration: 04:00	Duration: 00:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss the future trends and career growth opportunities available to assistant lab technicians in the food processing industry. • Summarise the key roles and responsibilities of a 'Assistant Lab Technician'. • List the various terminologies used by Assistant Lab Technician in the food processing industry. • Discuss the role of organisational policies and procedures in the job. • List the sequence of tasks performed for lab testing. • Discuss the impact of not following Good Manufacturing Practices (GMP), Hazard 	

Critical Analysis and Control Points (HACCP) and Food Safety and Standards Authority of India (FSSAI) guidelines in lab testing activities.	
Classroom Aids:	
Computer, Projection Equipment, PowerPoint Presentation and software, Facilitator's Guide, Participant's Handbook.	
Tools, Equipment and Other Requirements	
Nil	

Module 2: Professional and Core Skills

Bridge Module

Terminal Outcomes:

- Discuss the attributes of desirable professional behaviour
- Demonstrate the standard measures undertaken for working effectively

Duration: 06:00	Duration: 04:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Identify personal strengths and weaknesses. • Discuss the importance of workorder in the process. • State the importance of decision making in the job. • State the importance of communicating effectively. 	<ul style="list-style-type: none"> • Apply standard practice to undertake a self-assessment test for identifying strengths and weaknesses. • Plan and prioritise tasks effectively to ensure timely completion. • Demonstrate the ways to analyse situations for identifying problems and making sound decision promptly.
Classroom Aids:	
Computer, Projection Equipment, PowerPoint Presentation and software, Facilitator's Guide, Participant's Handbook	
Tools, Equipment and Other Requirements	
Protective Gloves, Head Caps, Lab Coat, Safety Goggles, Safety Boots, Mouth Masks, Sanitizer, Food Safety Manuals	

Module 3: Prepare work area and equipment for food lab testing

Mapped to FIC/N7601, v1.0

Terminal Outcomes:

- Discuss the tasks to be performed to prepare for food lab testing
- State the importance of maintaining tools and equipment effectively

Duration: 10:00	Duration: 12:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss the elements of preparing for food testing. • List the chemical agents utilised for cleaning and maintaining the work area and lab equipment. • Describe the maintenance activities that are performed as per work requirements. • List the tools and equipment required for rectifying faults in the process machinery. 	<ul style="list-style-type: none"> • Show how to clean the work area and lab equipment to prepare for testing. • Display the procedure to rectify faults and minor repairs in process machinery. • Show how to maintain the tools and machines utilised for testing.
Classroom Aids:	
Computer, Projection Equipment, PowerPoint Presentation and software, Facilitator's Guide, Participant's Handbook	
Tools, Equipment and Other Requirements	
Test Tubes, Round Bottom Flasks, Wire Gauges, Bunsen Burner, Mortar and Pestle, Funnels, Vernier Calipers, Beakers, Flasks, Oven Universal, Rectangular Muffle Furnace, pH Meter, Infrared Moisture Meter, Sieve Shaker, Autoclave, Weighing Balance, Magnetic Stirrer, Thermometer, Centrifuge, Hot Water Bath, Burette, Vacuum Drier, Colony Counter (Electronic Digital), B.O.D Incubator, Research Inclined Monocular Microscope, Soxhlet Extraction Unit, Round Heating Plate, Heating Mantles, Kjeld Hal Digestion Unit, Laminar Air Flow, Hand Refractometer, LPG Cylinder, Protective Gloves, Head Caps, Lab Coat, Safety Goggles, Safety Boots, Mouth Masks, Sanitizer, Food Safety Manual	

Module 4: Prepare for quality analysis and manage housekeeping for food lab activities

Mapped to FIC/N7602, v1.0

Terminal Outcomes:

- List the tasks to be performed for quality analysis and food lab activities
- Demonstrate the techniques to be followed to inspect and prepare the raw materials as per desirable standards

Duration: 12:00	Duration: 50:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • List the SOP for preparation of reagents Prepare standards solution for calibration of equipment • List all chemicals used 	<ul style="list-style-type: none"> • Identify the equipment used for quality analysis • Check the SOP for the calibration of the equipment used for quality analysis • Perform the calibration of all the equipment • Carry out the process of preparing reagents • Carry out the process of managing lab housekeeping • Record the calibration frequency of all equipment • Check working and performance of all equipment • Record all details on lab equipment like performance, faults, repairs, annual maintenance etc. in the equipment register and in ERP • Check the inventory of lab chemicals, glass wares, consumables, equipment spares at regular intervals in the register and ERP • Check the SOP for housekeeping visit the warehouses (raw materials, packaging materials, finished goods), process/production area, packaging area, laboratory at regular intervals and perform checks based on the housekeeping checklist

	Record all the housekeeping activities
Classroom Aids:	
Computer, Projection Equipment, PowerPoint Presentation and software, Facilitator's Guide, Participant's Handbook	
Tools, Equipment and Other Requirements	
Test Tubes, Round Bottom Flasks, Wire Gauges, Bunsen Burner, Mortar and Pestle, Funnels, Vernier Calipers, Beakers, Flasks, Oven Universal, Rectangular Muffle Furnace, pH Meter, Infrared Moisture Meter, Sieve Shaker, Autoclave, Weighing Balance, Magnetic Stirrer, Thermometer, Centrifuge, Hot Water Bath, Burette, Vacuum Drier, Colony Counter (Electronic Digital), B.O.D Incubator, Research Inclined Monocular Microscope, Soxhlet Extraction Unit, Round Heating Plate, Heating Mantles, Kjeld Hal Digestion Unit, Laminar Air Flow, Hand Refractometer, LPG Cylinder, Protective Gloves, Head Caps, Lab Coat, Safety Goggles, Safety Boots, Mouth Masks, Sanitizer, Food Safety Manual	

Module 5: Carry out sampling and quality analysis for food lab activities

Mapped to FIC/N7603, v1.0

Terminal Outcomes:

- Discuss the stages involved in the quality analysis for food lab activities
- Demonstrate the tasks to be performed for quality analysis for food lab activities

Duration: 21:00	Duration: 85:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • List the documents that have come with the samples • Record samples details in the register • Record details of the sample in control sample room or shelf life sample room • Demonstrate the controlling of different operating parameter of control sample/shelf life sample room • Perform the analysis of the sample in calibrated equipment • Perform the analysis of the packaging material • Record the result in the record register and transfer it to ERP 	<ul style="list-style-type: none"> • Demonstrate the process of collecting the samples for quality analysis • Demonstrate the process of quality analysis of the samples following the SOP • Demonstrate the sampling of raw material following SOP • Demonstrate the sampling of packaging material as per defined SOP • Demonstrate the sampling of other materials brought in the organization for sampling • Demonstrate the labelling of samples
Classroom Aids:	
Computer, Projection Equipment, PowerPoint Presentation and software, Facilitator's Guide, Participant's Handbook	
Tools, Equipment and Other Requirements	
Test Tubes, Round Bottom Flasks, Wire Gauges, Bunsen Burner, Mortar and Pestle, Funnels, Vernier Calipers, Beakers, Flasks, Oven Universal, Rectangular Muffle Furnace, pH Meter, Infrared Moisture Meter, Sieve Shaker, Autoclave, Weighing Balance, Magnetic Stirrer, Thermometer, Centrifuge, Hot Water Bath, Burette, Vacuum Drier, Colony Counter (Electronic Digital), B.O.D Incubator, Research Inclined Monocular Microscope, Soxhlet Extraction Unit, Round Heating Plate, Heating Mantles, Kjeld Hal Digestion Unit, Laminar Air Flow, Hand Refractometer, LPG Cylinder, Protective Gloves, Head Caps, Lab Coat, Safety Goggles, Safety Boots, Mouth Masks,	

Module 6: Organizational standards and norms

Mapped to FIC/N7603 v1.0

Terminal Outcomes:

- Discuss the roles and responsibilities of dairy products processor
- Describe importance of personal hygiene and sanitation

Duration: 07:00	Duration: 10:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss the roles and responsibilities of the individual in the job • Describe how to conduct yourself at the workplace • Discuss the personal hygiene and sanitation guidelines • Describe the food safety hygiene standards to follow in a work environment 	<ul style="list-style-type: none"> • Show how to follow sanitation guidelines at the workplace • Demonstrate the food safety and hygiene measures to be followed in a work environment
Classroom Aids:	
Computer, Projection Equipment, PowerPoint Presentation and software, Facilitator's Guide, Participant's Handbook	

Module 7: Document and record keeping while performing food lab activities

Mapped to FIC/N7604 v1.0

Terminal Outcomes:

- Discuss the importance of recording information in performing food lab activities
- Demonstrate the standard practice followed to record production information

Duration: 06:00	Duration: 04:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss the importance of documentation and maintaining records during the entire work process. • List the information to be recorded as per the production work. 	<ul style="list-style-type: none"> • Document necessary information such as production plan, process parameters, and finished products. • Prepare records to record information as per production and organisational requirements.
Classroom Aids:	
Computer, Projection Equipment, PowerPoint Presentation and software, Facilitator's Guide, Participant's Handbook	
Tools, Equipment and Other Requirements	
Food safety manual, logbooks.	

Module 8: IT orientation

Mapped to FIC/N7604 v1.0

Terminal Outcomes:

- List the parts of a computer
- Demonstrate the effective use of data recording applications at the workplace

Duration: 06:00	Duration: 08:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • List the various parts of a computer. • Describe the functions of different computer devices. • List the various applications used in recording information. 	<ul style="list-style-type: none"> • Demonstrate the standard techniques used to operate a computer. • Show how to use an ERP software for recording information. • Demonstrate the effective use of applications such as word processor and spreadsheets.
Classroom Aids:	
Computer, Projection Equipment, PowerPoint Presentation and software, Facilitator's Guide, Participant's Handbook	
Tools, Equipment and Other Requirements	
Computer/laptop.	

Module 9: Food safety, hygiene and sanitation for food lab testing

Mapped to FIC/N7605, v1.0

Terminal Outcomes:

- Discuss the importance of health and safety at the workplace
- Demonstrate the tasks to be performed for ensuring health and safety at the workplace

Duration: 15:00	Duration: 40:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss the importance of safety, hygiene and sanitation in the food processing industry. • Discuss the relevant HACCP principles to be followed in the food processing industry. 	<ul style="list-style-type: none"> • Demonstrate the steps to be performed to maintain a safe and hygiene workplace. • Demonstrate the steps to be performed to implement HACCP practices for ensuring food safety. • Roleplay a situation depicting the safety practices to be followed at the workplace.
Classroom Aids:	
Computer, Projection Equipment, PowerPoint Presentation and software, Facilitator's Guide, Participant's Handbook	
Tools, Equipment and Other Requirements	
Protective gloves, head caps, aprons, safety goggles, safety boots, mouth covers, sanitizer, food safety manual ,logbooks etc.	

Module 10 : Employability and Entrepreneurship skills

Terminal Outcomes:

- Describe the traits of individual at workplace
- Demonstrate apply employability and entrepreneurship skills at workplace

Duration: 28:00	Duration: 12:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Discuss own strengths and weaknesses and analyse the gaps to ensure continuous improvement. • Discuss the measures to be undertaken to utilise time effectively thereby achieving maximum productivity. • List the characteristics of innovative individuals • List the levels of Maslow Hierarchy of needs • List the traits of effective team • Discuss tips for stress management • Discuss the importance of good work ethics • Discuss how to manage an enterprise • Describe how to plan effective strategies for solving problems and improving work culture within the team. • List the various types of digital marketing techniques. • Discuss the types and importance of e-commerce in promoting businesses. • List the various types of online banking services being used widely. • Discuss the procedure to apply for bank finances • List the elements of a proposal to attract future business opportunities and prospective clients. • Explain how to conduct entrepreneurial programs to identify business 	<ul style="list-style-type: none"> • Show how to analyse a situation to identify gaps for improving the work process. • Demonstrate the procedure to plan the time taken to perform various tasks effectively. • Describe how market research is carried out • Role play the characteristics of an effective entrepreneur and leader • Demonstrate on how to identify new business opportunities • Prepare a sample plan to solve problems and improve productivity at the workplace. • Demonstrate the procedure to operate a computer for digital marketing, e-commerce, branding, etc. • Show how to use services such as NEFT, IMPS, UPI, RTGS for online banking.

<p>opportunities, generate employment and increase clientele.</p> <ul style="list-style-type: none"> • Understand the make in India campaign • Discuss the importance of Swachh Bharat Abhiyan • Understand the importance of entrepreneurship • Describe the traits of successful entrepreneur • List the types of enterprises • Understand the importance of effective speaking and listening • Discuss the importance of problem solving • Discuss how to deal with failures • Describe the core keys of marketing • Discuss ways to manage risks at workplace 	
Classroom Aids:	
Computer, Projection Equipment, PowerPoint Presentation and software, Facilitator's Guide, Participant's Handbook.	
Tools, Equipment and Other Requirements	
Nil	

Annexure

Trainer Requirements

Trainer Prerequisites						
Minimum Educational Qualification <i><Select the minimum educational requirements, such as 12th Pass, Graduate or NSQF certified.></i>	Specialization <i><Specify the areas of specialization that are desirable.></i>	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
Diploma	Food Process Engineering/ Food Safety and Quality Management in Food Process Engineering	3	Food processing industry	1	Training of lab technicians	
B. Sc./B. Tech/BE	Food Process Engineering/ Food Safety and Quality Management in Food Process Engineering	2	Food processing industry	1	Training of lab technicians	
M. Sc./M. Tech/ME	Food Process Engineering/ Food Safety and Quality Management in Food Process Engineering	1	Food processing industry	1	Training of lab technicians	

Trainer Certification	
Domain Certification	Platform Certification
Certified for Job Role: “Assistant lab Technician” mapped to QP: “FIC/Q7601, v1.0”. Minimum accepted score is 80%.	Recommended that the Trainer is certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “MEP/Q2601”. Minimum accepted score as per MEPSC guidelines is 80%.

Assessor Requirements

Assessor Prerequisites						
Minimum Educational Qualification <Select the minimum educational requirements, such as 12 th Pass, Graduate or NSQF certified.>	Specialization <Specify the areas of specialization that are desirable.>	Relevant Industry Experience		Training/Assessment Experience		Remarks
		Years	Specialization	Years	Specialization	
Diploma	Food Process Engineering/ Food Technology	3	Food processing industry	1	Assessment of lab technicians	
B. Sc./B. Tech/BE	Food Process Engineering/ Food Technology	2	Food processing industry	1	Assessment of lab technicians	
M. Sc./M. Tech/ME	Food Process Engineering/ Food Technology	1	Food processing industry	1	Assessment of lab technicians	

Assessor Certification	
Domain Certification	Platform Certification
Certified for Job Role: “Assistant lab Technician” mapped to QP: “FIC/Q7601, v1.0”. Minimum accepted score is 80%.	Recommended that the Assessor is certified for the Job Role: “Assessor”, mapped to the Qualification Pack: “MEP/Q2701”. Minimum accepted score as per MEPSC guidelines is 80%.

Assessment Strategy

This section includes the processes involved in identifying, gathering and interpreting information to evaluate the learner on the required competencies of the program.

Assessment will be based on the concept of Independent Assessors empanelled with Assessment Agencies, identified, selected, trained and certified on Assessment techniques. These assessors would be aligned to assess as per the laid down criteria.

Assessment Agency would conduct assessment only at the training centres of Training Partner or designated testing centers authorized by FICSI.

Ideally, the assessment will be a continuous process comprising of three distinct steps:

- A. Mid- term assessment
- B. Term / Final Assessment

Each National Occupational Standard (NOS) in the respective QPs will be assigned weightage. Therein each Performance Criteria in the NOS will be assigned marks for theory and / or practical based on relative importance and criticality of function.

This will facilitate preparation of question bank / paper sets for each of the QPs. Each of these papers sets / question bank so created by the Assessment Agency will be validated by the industry subject matter experts through FICSI, especially with regard to the practical test and the defined tolerances, finish, accuracy etc.

The following tools are proposed to be used for final assessment:

- i. Written Test: This will comprise of (i) True / False Statements (ii) Multiple Choice Questions (iii) Matching Type Questions. Online system for this will be preferred.
- ii. Practical Test: This will comprise a test job to be prepared as per project briefing following appropriate working steps, using necessary tools, equipment and instruments. Through observation it will be possible to ascertain candidate's aptitude, attention to details, quality consciousness etc. The end product will be measured against the pre-decided MCQ filled by the Assessor to gauge the level of his skill achievements.
- iii. Structured Interview: This tool will be used to assess the conceptual understanding and the behavioural aspects as regards the job role and the specific task at hand.

Glossary

Term	Description
Declarative Knowledge	Declarative knowledge refers to facts, concepts and principles that need to be known and/or understood in order to accomplish a task or to solve a problem.
Key Learning Outcome	Key learning outcome is the statement of what a learner needs to know, understand and be able to do in order to achieve the terminal outcomes. A set of key learning outcomes will make up the training outcomes. Training outcome is specified in terms of knowledge, understanding (theory) and skills (practical application).
OJT (M)	On-the-job training (Mandatory); trainees are mandated to complete specified hours of training on site
OJT (R)	On-the-job training (Recommended); trainees are recommended the specified hours of training on site
Procedural Knowledge	Procedural knowledge addresses how to do something, or how to perform a task. It is the ability to work, or produce a tangible work output by applying cognitive, affective or psychomotor skills.
Training Outcome	Training outcome is a statement of what a learner will know, understand and be able to do upon the completion of the training .
Terminal Outcome	Terminal outcome is a statement of what a learner will know, understand and be able to do upon the completion of a module . A set of terminal outcomes help to achieve the training outcome.

Acronyms and Abbreviations

Term	Description
QP	Qualification Pack
NSQF	National Skills Qualification Framework
NSQC	National Skills Qualification Committee
NOS	National Occupational Standards
HACCP	Hazard Analysis and Critical Control Points
GMP	Good Manufacturing Practices
GHP	Good Hygiene Practices