Model Curriculum

QP Name: Processed Food Entrepreneur

QP Code: FIC/Q9001

Version: 4.0

NSQF Level: 4.0

Model Curriculum Version: 4.0

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Training Parameters

Sector	Food Processing
Sub-Sector	Multi-Sectorial
Occupation	Entrepreneur
Country	India
NSQF Level	4
Aligned to NCO/ISCO/ISIC Code	NCO-2015/1321.0500
Minimum Educational Qualification and Experience	12th-grade pass or equivalent OR 10th Grade Pass with 3 years of experience in food processing industry OR Previous relevant Qualification of NSQF Level 3.0 with 3 years of experience in food processing industry OR Previous relevant Qualification of NSQF Level 3.5 with 1.5 years of experience in food processing industry
Pre-Requisite License or Training	NA
Minimum Job Entry Age	18 Years
Last Reviewed On	18/02/2025
Next Review Date	17/02/2028
NSQC Approval Date	18/02/2025
QP Version	4.0
Model Curriculum Creation Date	18/02/2025
Model Curriculum Valid Up to Date	17/02/2028
Model Curriculum Version	4.0
Minimum Duration of the Course	480 Hours
Maximum Duration of the Course	480 Hours

Program Overview

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

Training Outcomes

At the end of the program, the learner should have acquired the listed knowledge and skills to:

- Describe the processed food industry and the role of a Processed Food Entrepreneur in it.
- Discuss the key components of establishing and managing a processed food business, including market analysis and business planning.
- Explain the processes involved in product development, production, and quality assurance for processed food products.
- Demonstrate the application of regulatory compliance, food safety practices, and quality control measures in the production of processed foods.
- Elucidate the importance of effective marketing and sales strategies in growing a processed food business.
- Apply financial management principles to monitor and control the financial aspects of a processed food business.
- Discuss employability and entrepreneurship skills relevant to launching and managing a successful processed food enterprise.

Compulsory Modules

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

NOS and Module Details	Theory Duration (Hours)	Practical Duration (Hours)	On-the-Job Training Duration (Mandatory) (Hours)	On-the-Job Training Duration (Recommended) (Hours)	Total Duration (Hours)
FIC/N9005: Evaluate and develop entrepreneurial skills **NOS Version No.: 3.0** **NSQF Level: 4.0**	**20:00**	**30:00**	**00:00**	**00:00**	**50:00**
Module 1: Introduction to Food Processing Sector and job role of a Processed Food Entrepreneur	05:00	00:00	00:00	00:00	05:00
Module 2: Entrepreneurial Skills Evaluation and Development	15:00	30:00	00:00	00:00	45:00
FIC/N9006: Select the product and develop a business plan **NOS Version No.: 3.0** **NSQF Level: 4.0**	**10:00**	**20:00**	**00:00**	**00:00**	**30:00**
Module 3: Product Selection and Business Plan Development	10:00	20:00	00:00	00:00	30:00

FIC/N9007: Prepare for starting up the food processing unit **NOS Version No.: 3.0** **NSQF Level: 4.0**	**20:00**	**40:00**	**00:00**	**00:00**	**60:00**
Module 4: Starting Up a Food Processing Unit: Preparation	20:00	40:00	00:00	00:00	60:00
FIC/N9008: Set up and start the food processing unit **NOS Version No.: 3.0** **NSQF Level: 4.0**	**50:00**	**80:00**	**120:00**	**00:00**	**250:00**
Module 5: Setting up the food processing unit	20:00	30:00	60:00	00:00	110:00
Module 6: Producing and selling food products	30:00	50:00	60:00	00:00	140:00
FIC/N9009: Maintain records concerning the food processing unit **NOS Version No.: 3.0** **NSQF Level: 4.0**	**10:00**	**20:00**	**00:00**	**00:00**	**30:00**
Module 7: Record-Keeping for Food Processing Unit	10:00	20:00	00:00	00:00	30:00
FIC/N9906: Apply food safety guidelines in Food Processing **NOS Version No.: 1.0** **NSQF Level: 4.0**	**10:00**	**20:00**	**00:00**	**00:00**	**30:00**
Module 8: Implement Personal Hygiene and Good Manufacturing Practices	05:00	10:00	00:00	00:00	15:00
Module 9: Apply Food Safety Practices at Workplace	05:00	10:00	00:00	00:00	15:00
DGT/VSQ/N0101: Employability Skills (30 Hours) **NOS Version No.: 1.0** **NSQF Level: 4.0**	**30:00**	**00:00**	**00:00**	**00:00**	**30:00**
Module 10: Employability Skills (60 Hours)	30:00	00:00	00:00	00:00	30:00
Total Duration	**150:00**	**210:00**	**120:00**	**00:00**	**480:00**

Module Details

Module 1: Introduction to Food Processing Sector and job role of a Processed Food Entrepreneur

Mapped to FIC/N9005, v3.0

Terminal Outcomes:

- Describe the food processing sector in brief.
- Identify the various types of processed food products and their production methods.
- Elucidate the role and responsibilities of a Processed Food Entrepreneur within the industry.
- Explain the importance of training program and job role of a Processed Food Entrepreneur.

Duration (in hours): **05:00**	**Duration (in hours)**: **00:00**
Theory – Key Learning Outcomes	**Practical – Key Learning Outcomes**
• Define the term 'food processing'. • Discuss the size and scope of the food processing industry in brief. • List the various sub-sectors of the food processing industry. • Explain the objective of training individuals for the job of a Processed Food Entrepreneur • Discuss the future trends and career growth opportunities available to the Processed Food Entrepreneur. • Summarise the key role and responsibilities of a Processed Food Entrepreneur.	
Classroom Aids	
Training Kit - Facilitator's Guide, Participant's Handbook, Presentations and Software, Whiteboard, Marker, Projector, Laptop, Video Films	
Tools, Equipment and Other Requirements	
Nil	

Module 2: Entrepreneurial Skills Evaluation and Development

Mapped to FIC/N9005, v3.0

Terminal Outcomes:

- Discuss key entrepreneurial skills necessary for success in the food processing sector.
- Demonstrate techniques for assessing and enhancing personal entrepreneurial abilities.

Duration (in hours): 15:00	Duration (in hours): 30:00
Theory – Key Learning Outcomes	**Practical – Key Learning Outcomes**
• Explain the relevant standards, process standards, and procedures required to operate a food processing unit effectively. • Discuss the methods for evaluating personal and organizational performance in various food processing sectors. • Explain how to assess technical requirements for raw materials, packaging materials, preservation methods, and processing techniques. • Explain the operations of food processing machinery and equipment used for different food products • Discuss the quality requirements and standards for processed foods, including product safety and consistency • Discuss the techniques for conducting market surveys to identify trends, opportunities, and customer needs. • Explain the importance of market demand, customer preferences, and competition analysis in product selection decisions. • Discuss the sales, marketing, and distribution strategies for processed food products, including positioning and customer engagement. • Explain the business management skills required to operate a food processing unit. • Discuss the food laws, regulations, and compliance frameworks governing the	• Demonstrate how to conduct a self-evaluation to assess readiness for starting a food processing unit. • Show how to perform a market analysis to identify viable opportunities in the food processing sub-sectors. • Demonstrate the process of selecting a product based on strengths, market research, demand, and personal interests. • Show how to conduct a market survey to gather data on industry trends, customer needs, and competition. • Demonstrate how to review and analyze market demand in relation to competitors and current market status. • Show how to seek and incorporate advice from industry experts and experienced individuals into business planning. • Demonstrate the application of skills acquired through training or self-learning in communication, management, and marketing. • Show how to develop technical expertise in food processing, including handling raw materials and quality control. • Demonstrate how to apply financial management techniques, such as budgeting and cost analysis, in a food processing venture. • Show how to create a business plan that includes market analysis, financial projections, and operational strategies.

food processing industry to ensure legal compliance. • Explain the methods for assessing and mitigating risks in food processing.	
Classroom Aids	
Training Kit - Facilitator's Guide, Participant's Handbook, Presentations and Software, Whiteboard, Marker, Projector, Laptop, Video Films	
Tools, Equipment and Other Requirements	
Market research reports and consumer survey tools, Product samples for analysis and comparison, Business plan templates	

Module 3: Product Selection and Business Plan Development

Mapped to FIC/N9006, v3.0

Terminal Outcomes:

- Explain the criteria for selecting a product to process in a food business.
- Show how to create a detailed business plan outlining product development and market strategy.

Duration (in hours): 10:00	**Duration (in hours): 20:00**
Theory – Key Learning Outcomes	**Practical – Key Learning Outcomes**
• Explain the methods for evaluating and identifying viable food products. • Discuss the techniques for assessing process requirements, production capabilities, and feasibility for selected products. • Explain the importance of consulting industry experts and experienced professionals for informed decision-making in product selection and business planning. • Explain how to make strategic decisions for selecting food products based on market trends, profitability, and organizational strengths. • Discuss the types of machinery required for different food products and their operational efficiencies. • Explain the importance of understanding market trends, market share analysis, and competitor strategies within the processed food sector. • Explain the methods for determining product pricing, considering production costs, competitor pricing, and market conditions. • Discuss the market trends, market share analysis, and competitor marketing strategies within the processed food sector. • Discuss the importance of quality standards and requirements for ensuring product safety and consistency. • Explain branding strategies, such as selecting a meaningful and legally protectable brand name.	• Demonstrate how to identify and select a product based on market demand, competition, and raw material availability. • Show how to assess the feasibility of production, including evaluating technology, investment needs, and facility requirements. • Demonstrate the process of conducting a market survey to analyze demand, competitor strengths, and potential market share. • Show how to select a product based on production capabilities and market feasibility for launching a food processing unit. • Demonstrate how to perform trial production to assess process feasibility in a home kitchen or incubation center. • Show how to test market the product to evaluate customer response and gather feedback. • Demonstrate the process of selecting a brand name that is memorable, meaningful, and legally protectable. • Show how to design and coordinate unique and appealing packaging for the product. • Demonstrate how to set the selling price based on production cost, competitor pricing, and product quality. • Show how to establish consistent production and ensure high-quality products.

	• Demonstrate how to set up a small processing unit and plan for scaling up based on market growth and demand.
Classroom Aids	
Training Kit - Facilitator's Guide, Participant's Handbook, Presentations and Software, Whiteboard, Marker, Projector, Laptop, Video Films	
Tools, Equipment and Other Requirements	
Market research reports and consumer survey tools, Product samples for analysis and comparison, Business plan templates	

Module 4: Starting Up a Food Processing Unit: Preparation

Mapped to FIC/N9007, v3.0

Terminal Outcomes:

- Discuss the preparatory steps required before starting a food processing unit.
- Demonstrate the planning and resource allocation necessary for setting up the unit.

Duration (in hours): 20:00	**Duration (in hours): 40:00**
Theory – Key Learning Outcomes	**Practical – Key Learning Outcomes**
• Define the registrations and approvals required to establish a food processing unit, including licenses and permits. • Explain the process of filing the Entrepreneur's Memorandum and registering the business with the District Industries Centre. • Describe the process of sourcing and organizing utilities such as water, electricity, communication, and raw materials for the food processing unit. • Discuss the factors influencing the selection of an optimal location for a food processing unit, including raw material availability, utility access, and environmental impact. • Explain the principles of financial management, including working capital, budgeting, and investment planning for a food processing unit. • Identify different types of loans available for food processing units, such as seed capital, working capital loans, and long-term loans. • Describe the relevant financial institutions, including SIDBI, NABARD, SFCS, and commercial banks, that offer financing for food processing units. • Discuss the process for applying for loans, including the preparation of required documents like project reports and financial statements. • Explain how to calculate production costs, financial projections, and profitability for a food processing unit. • Discuss the methods for evaluating financial viability and profitability projections for investment decisions. • Identify the communication and social skills necessary for effective interaction	• Demonstrate how to conduct research to identify an optimal location for the food processing unit based on relevant criteria. • Show the process of selecting a location by considering factors such as raw material availability, utilities (water, electricity, and communication), road accessibility, and environmental conditions. • Demonstrate the process of identifying appropriate financial institutions and relevant government schemes to secure funding for the food processing unit. • Show how to evaluate and select suitable financial options, including seed capital, risk capital, bridge loans, or working capital loans. • Demonstrate the approach to banks and financial institutions like SIDBI, NABARD, SFCS, and commercial banks to apply for short-term and long-term loans. • Show how to apply for long-term loans to cover expenses such as purchasing land, constructing facilities, and buying machinery. • Demonstrate the procedure for applying for short-term loans to meet working capital needs like purchasing raw materials, paying wages, and covering operational expenses. • Show how to submit formal loan applications, including preparing and attaching necessary documents such as balance sheets, income tax certificates, and project reports. • Demonstrate the process of responding to loan sanction or rejection letters, including the steps to accept a loan or

with financial institutions, vendors, government bodies, and employees.	explore alternative financing options in case of rejection. • Show how to explore non-government financial options, including venture capital, in the event of a loan rejection from banks. • Demonstrate the preparation and presentation of a detailed business plan to venture capitalists, explaining the funding requirements, planned spending, and projected returns. • Show how to select the type of business ownership, such as sole proprietorship, partnership, or family ownership, based on the business needs. • Demonstrate the process of registering the business by filing the Entrepreneur's Memorandum with the District Industries Centre. • Show how to file Part II of the memorandum upon the start of production and inform the District Industries Centre about any changes in investment.
Classroom Aids	
Training Kit - Facilitator's Guide, Participant's Handbook, Presentations and Software, Whiteboard, Marker, Projector, Laptop, Video Films	
Tools, Equipment and Other Requirements	
Sample standard operating procedure, Forms and applications for licenses and permits	

Module 5: Setting up the food processing unit

Mapped to FIC/N9008, v4.0

Terminal Outcomes:

- Show the process of establishing and equipping a food processing unit according to industry standards.
- Explain the setup procedures for essential equipment and infrastructure.
- Discuss the compliance requirements and safety standards necessary for operational readiness.

Duration (in hours): 20:00	**Duration (in hours): 30:00**
Theory – Key Learning Outcomes	**Practical – Key Learning Outcomes**
• Define the specific processing requirements for different food products. • Describe the management of a food processing unit, focusing on purchasing, inventory control, production scheduling, and quality assurance. • Identify the relevant authorities regulating the food processing sector. • Explain the registration, certifications, and licensing required for food processing units. • Describe the procedures for applying for and obtaining necessary licenses and permits. • Explain the design and construction standards for food processing facilities to ensure compliance with health, safety, and environmental regulations. • Identify the procedures for obtaining utilities such as water, electricity, and waste management services. • Explain the methods to identify and recruit skilled workforce suited to the specific needs of a food processing unit. • Discuss the wage structures, working hours, labor laws, and workforce safety measures in food processing units. • Describe the types of machinery and equipment used in food processing (e.g., grinders, blenders, filling machines) and their maintenance requirements. • Explain the cleaning procedures such as Clean-in-Place (CIP) and Clean-out-of-Place (COP) to ensure hygiene in food processing units.	• Demonstrate how to design the processing unit and plan the plant layout by coordinating with design engineers. • Show the process of applying for and obtaining the necessary licenses and approvals for setting up the food processing unit. • Demonstrate how to coordinate the construction of the processing unit to ensure timely completion. • Show how to apply for and obtain utilities such as water, power, and communication from relevant government departments. • Demonstrate the selection and procurement of required machinery and equipment through consultation with experts and negotiation with suppliers. • Show how to recruit engineers, operators, and workers according to staffing requirements. • Demonstrate how to coordinate the evaluation of the unit for regulatory compliance and obtain necessary clearances from authorities, ensuring adherence to industrial regulations. • Show the process of establishing organizational standards for materials and developing SOPs for purchasing, quality control, production, storage, logistics, and waste management.

Classroom Aids
Training Kit - Facilitator's Guide, Participant's Handbook, Presentations and Software, Whiteboard, Marker, Projector, Laptop, Video Films
Tools, Equipment and Other Requirements
Business plan, Equipment depending upon the type of food processed, Machinery and equipment catalogues

Module 6: Producing and selling food products

Mapped to FIC/N9008, v4.0

Terminal Outcomes:

- Demonstrate the procedures for the production of food products, from raw material handling to final output.
- Discuss the strategies for effective marketing and sales of food products.
- Explain the key considerations for managing production quality and distribution logistics.

Duration (in hours): 30:00	**Duration (in hours): 50:00**
Theory – Key Learning Outcomes	**Practical – Key Learning Outcomes**
• Identify the relevant food safety and hygiene standards, e.g., Codex Alimentarius, FSMA. • Describe the appropriate SOPs for purchase, production, quality, packaging, logistics, distribution, marketing, and sales. • Explain the internal process management, including procurement, store management, inventory control, and quality management systems. • Discuss the proper use of chemicals, disinfectants, and sanitizers used in processing to ensure food and worker safety. • Explain the food quality parameters, basic microbiology, and methods for quality assessment of raw materials, in-process products, and finished goods. • Describe the procedures for safe storage of raw materials, packaging materials, and finished goods to prevent contamination or spoilage. • Explain inventory management and supply chain coordination to ensure smooth operations and cost efficiency. • Discuss the importance of setting up a code of business conduct that aligns with industry standards and organizational ethics. • Identify the dress code and personal hygiene requirements critical for food safety and compliance with regulatory standards.	• Demonstrate how to arrange training for employees on SOPs, food hygiene, and sanitation practices. • Show how to plan material procurement based on market demand to optimize working capital usage. • Demonstrate how to ensure compliance with regulatory, taxation, and environmental regulations during material procurement. • Show how to check the quality of procured materials against organizational standards to ensure consistency. • Demonstrate how to conduct trial production and standardize formulations and process parameters. • Show how to test the nutritional composition of products for accurate labeling at accredited laboratories. • Demonstrate the process of carrying out commercial production while adhering to standardized processes to ensure product consistency. • Show how to package and label finished products with accurate packaging and labeling information, and store them according to organizational standards. • Demonstrate the cleaning of machinery and equipment using Clean-In-Place (CIP) and Clean-Out-of-Place (COP) methods. • Show how to test product quality in internal or external labs to ensure

	compliance with applicable specifications and standards. • Demonstrate how to implement food hygiene and sanitation practices throughout all processing stages, including raw material handling, storage, and personnel hygiene. • Show the process of appointing distributors based on market demand for effective product distribution. • Demonstrate how to manage logistics for product distribution to the market. • Show how to market and sell products through agencies or in-house sales teams as appropriate. • Demonstrate how to monitor sales and make decisions on scaling production or modifying business operations based on market performance
Classroom Aids	
Training Kit - Facilitator's Guide, Participant's Handbook, Presentations and Software, Whiteboard, Marker, Projector, Laptop, Video Films	
Tools, Equipment and Other Requirements	
SOP templates for various processes, Quality testing kits, Product samples for quality evaluation, Packaging materials and equipment (e.g., sealing machines, labels), Storage solutions and temperature control tools, Marketing materials and promotional tools	

Module 7: Record-Keeping for Food Processing Unit

Mapped to FIC/N9009, v2.0

Terminal Outcomes:

- Discuss the types of records essential for managing a food processing unit and their purposes.
- Demonstrate how to effectively track and manage records for regulatory compliance and operational efficiency.

Duration (in hours): 10:00	**Duration (in hours): 20:00**
Theory – Key Learning Outcomes	**Practical – Key Learning Outcomes**
• Define the standards for documentation and record-keeping necessary to ensure consistency and compliance with industry regulations. • Describe the procedures for accurate documentation, including timelines, data accuracy, and regulatory requirements. • Explain the importance of maintaining proper documentation of certifications and accreditations, such as FSSAI and ISO 22000. • Identify the roles and responsibilities of employees concerning documentation and records management. • Discuss the use of Enterprise Resource Planning (ERP) software for tracking and managing organizational records related to production, inventory, and quality control. • Describe the internal documentation systems, such as production charts, process charts, and finished product charts, and their integration into daily operations. • Explain the details to be recorded at various stages of production, including supplier details, batch numbers, quality checks, and finished product batch details. • Discuss the methods for tracking and tracing records to ensure traceability from finished products back to raw materials.	• Demonstrate how to maintain records of the organization's layout, including blueprints and design details. • Show how to document and manage personal and health records of employees. • Demonstrate the maintenance of comprehensive financial records, including loans, income, expenses, and profit/loss statements. • Show how to track and document the receipt of raw materials, ingredients, and packaging materials. • Demonstrate the maintenance of records for supplies, batch details, quantities, and quality assessments of materials. • Show how to document maintenance logs for equipment, including performance, breakdowns, corrective actions, and spare parts replaced. • Demonstrate how to maintain detailed production records, including product types, batch numbers, and packaging details. • Show the documentation process for internal and external quality reports, including supplier quality assessments and customer complaints. • Demonstrate the recording of production processes, including materials used, process parameters, downtimes, yields, and machinery utilization.

• Describe the use of digital documentation tools, spreadsheets, databases, and software for maintaining accurate and up-to-date records.	• Show how to maintain inventory records for raw materials, machinery, packaging, finished products, and consumables. • Demonstrate the recording of storage facility details, including temperature, humidity, stacking procedures, and space utilization. • Show how to maintain distribution records, including transport details, vehicle hygiene, quantities loaded, routes, and customer returns. • Demonstrate the documentation of marketing efforts, including discount schemes, samples, customer details, and the impact of promotions. • Show how to track sales data, including customer information, purchase quantities, frequency, product variants, and regional sales performance.
Classroom Aids	
Training Kit - Facilitator's Guide, Participant's Handbook, Presentations and Software, Whiteboard, Marker, Projector, Laptop, Video Films	
Tools, Equipment and Other Requirements	
Record-keeping software (e.g., ERP systems, spreadsheets), Documentation templates for various records (e.g., financial, inventory),	

Module 8: Implement Personal Hygiene and Good Manufacturing Practices

Mapped to FIC/N9906, v1.0

Terminal Outcomes:

- Discuss the importance of personal hygiene and GMP at the workplace
- Demonstrate the tasks to be performed for ensuring personal hygiene and GMP practices at the workplace.

Duration (in hours): 05:00	**Duration (in hours): 10:00**
Theory – Key Learning Outcomes	**Practical – Key Learning Outcomes**
• Define hazards and risks. • Discuss the various types of health and safety equipment available in an organisation and the methods for obtaining them. • Discuss the organisational health and safety policies and procedures. • Discuss site relevant documented procedure for Personal Hygiene and Visitor/ Contractor rules. • Explain work instructions at levels of employee inside a food manufacturing site. • Discuss how to conduct timely planning and participation of relevant training and awareness sessions on personal hygiene, GMP and related topics. • Explain the importance of timely medical examination from a prescribed and authorized doctor and to comply with the guidelines of Schedule IV as described in Food Safety Standard Authority of India (FSSAI) guidelines. • State how to follow a site relevant documented procedure and area wise work instructions for Good Manufacturing Practices (GMP) to be followed on the site. • List validated Do's & Don'ts inside a food manufacturing firm. • State process flow charts, HACCP summary plan and critical process parameters in each and respective areas of the production line. • Explain how to identify the material	• Demonstrate the steps to be performed for implementing good manufacturing practices (GMP). • Demonstrate how to follow work instructions at levels of employee inside a food manufacturing site and ensure that the relevant instructions are well communicated and being followed at the fixed timelines. • Show how to fill data in daily monitoring checklist related to personal hygiene, food safety and GMP. • Demonstrate the process to follow man and materials movement throughout the production facility, to restrict unwanted hazards to cross contaminate the products which are being manufactured in the facility. • Show how to tag and number all the equipment, machinery, tools, and other processing aids to keep a proper traceability of the product being manufactured and handled at site. • Demonstrate process of record keeping and documentation such as Daily Monitoring Sheets, Batch Traceability Records, machine records, product parameters, process control parameters etc.

requirements such as manufacturing equipment's, Utensils and other processing aids, cleaning chemicals, cleaning work instructions in all the relevant areas of manufacturing facility. • Define the Allergens, their risks and the allergen requirements. • State the relevance of guidelines in manufacturing area and how training evaluation will be implemented. • Explain the process of audits and ways to address the aspects of Good Manufacturing Procedures, personal hygiene and food safety.	
Classroom Aids	
Training Kit - Facilitator's Guide, Participant's Handbook, Presentations and Software, Whiteboard, Marker, Projector, Laptop, Video Films	
Tools, Equipment and Other Requirements	
GMP format and guidelines, allergen manual, personal hygiene guidelines, etc.	

Module 9: Apply Food Safety Practices at Workplace

Mapped to FIC/N9906, v1.0

Terminal Outcomes:

- List the food safety practices at the workplace and the ways to implement them.
- Demonstrate the steps to be followed to implement food safety procedures effectively.

Duration (in hours): 05:00	**Duration (in hours): 10:00**
Theory – Key Learning Outcomes	**Practical – Key Learning Outcomes**
• List the various types of health and safety hazards present in the environment. • Discuss the possible causes of risk, hazard or accident at the workplace. • Elucidate the standard practices and precautions used to control and prevent risks, hazards and accidents at the workplace. • Explain requirements to maintain updated facilities, equipment and tool to minimize the risks associated with the products being handled at the site. • State the importance of using protective equipment and clothing for specific tasks and work conditions. • Discuss the role of organisational protocols in preventing accidents and hazards. • Discuss the significance of various types of hazard and safety signs. • Explain FSSAI Schedule IV requirements related to: Pest Control, Cleaning and Sanitation, Utilities, Waste Disposal, Prevention of Cross Contamination, allergen management, corrective action, preventive actions, food operation control etc. • Discuss the relevance of checking critical control points and product parameters. • Explain importance of record keeping and documentation such as daily monitoring sheets, cleaning sheets, parameters etc. • Discuss how to report any food safety and GMP issue to supervisor, if any.	• Show how to apply appropriate techniques to deal with hazards safely and appropriately. • Demonstrate the steps for checking critical control points and product parameters. • Show how to record keeping and documentation such as daily monitoring sheets, cleaning sheets, parameters etc. • Demonstrate appropriate ways to respond to an accident situation or medical emergency promptly and appropriately. • Demonstrate the steps to be followed during emergency and evacuation procedure.

Classroom Aids
Training Kit - Facilitator's Guide, Participant's Handbook, Presentations and Software, Whiteboard, Marker, Projector, Laptop, Video Films
Tools, Equipment and Other Requirements
Helmet, gloves, rubber mat, ladder, neon tester, leather or asbestos gloves, flame proof aprons, flame proof overalls buttoned to neck, cuff less (without folds) trousers, reinforced footwear, helmets/hard hats, cap and shoulder covers, ear defenders/plugs, safety boots, knee pads, particle masks, glasses/goggles/visors, hand and face shields, machine guards, residual current Devices, shields, dust sheets, respirator.

Module 10: Employability Skills (30 Hours)

Mapped to DGT/VSQ/N0101, v1.0

Duration: 30:00

Key Learning Outcomes

Introduction to Employability Skills Duration: 1 Hour

After completing this programme, participants will be able to:

1. Discuss the importance of Employability Skills in meeting the job requirements

Constitutional values - Citizenship Duration: 1 Hour

2. Explain constitutional values, civic rights, duties, citizenship, responsibility towards society etc. that are required to be followed to become a responsible citizen.

3. Show how to practice different environmentally sustainable practices

Becoming a Professional in the 21st Century Duration: 1 Hour

4. Discuss 21st-century skills.

5. Display a positive attitude, self-motivation, problem-solving, time management skills and continuous learning mindset in different situations.

Basic English Skills Duration: 2 Hours

6. Use appropriate basic English sentences/phrases while speaking

Communication Skills Duration: 4 Hours

7. Demonstrate how to communicate in a well-mannered way with others.

8. Demonstrate working with others in a team

Diversity & Inclusion Duration: 1 Hour

9. Show how to conduct oneself appropriately with all genders and PwD

10. Discuss the significance of reporting sexual harassment issues in time

Financial and Legal Literacy Duration: 4 Hours

11. Discuss the significance of using financial products and services safely and securely.

12. Explain the importance of managing expenses, income, and savings.

13. Explain the significance of approaching the concerned authorities in time for any exploitation as per legal rights and laws

Essential Digital Skills Duration: 3 Hours

14. Show how to operate digital devices and use the associated applications and features, safely and securely

15. Discuss the significance of using the internet for browsing, and accessing social media platforms, safely and securely

Entrepreneurship Duration: 7 Hours

16. Discuss the need for identifying opportunities for potential business, sources for arranging money and potential legal and financial challenges

Customer Service Duration: 4 Hours

17. Differentiate between types of customers

18. Explain the significance of identifying customer needs and addressing them

19. Discuss the significance of maintaining hygiene and dressing appropriately

Getting ready for Apprenticeship & Jobs Duration: 2 Hours

20. Create a biodata

21. Use various sources to search and apply for jobs

22. Discuss the significance of dressing up neatly and maintaining hygiene for an interview

23. Discuss how to search and register for apprenticeship opportunities

Module 11: On-the-Job Training

Mapped to Processed Food Entrepreneur

Mandatory Duration: 120:00	Recommended Duration: 00:00
Location: On-Site	

Terminal Outcomes

- Select and procure raw materials based on quality standards and production requirements.
- Design and set up production facilities, ensuring compliance with regulatory standards.
- Develop and implement Standard Operating Procedures (SOPs) for all production processes.
- Manage production processes, including mixing, cooking, and packaging of processed food products.
- Ensure quality control by conducting regular inspections and testing of products.
- Handle packaging and storage of finished products to maintain product integrity and freshness.
- Oversee sales and distribution processes to ensure effective market reach and customer satisfaction.
- Maintain financial and operational records accurately for effective business management.
- Perform essential post-production tasks, including cleaning equipment, updating records, and addressing any quality issues.

Annexure

Trainer Requirements

Trainer Prerequisites						
Minimum Educational Qualification	**Specialisation**	**Relevant Industry Experience**		**Training Experience**		**Remarks**
		Years	***Specialization***	***Years***	***Specialization***	
B.Sc./ B.Tech/BE	Food Engineering/ Food Science/ Food Technology	3	Experience in the Food Business is Preferred	1	Training of Processed Food Entrepreneur	
M.Sc./M.Tech/ME	Food Technology or Food Engineering or Food Science	2	Experience in the Food Business is Preferred	1	Training of Processed Food Entrepreneur	
BBA		5	Only Experience in Food Entrepreneurship is accepted	1	Training of Processed Food Entrepreneur	
MBA		4	Only Experience in Food Entrepreneurship is accepted	1	Training of Processed Food Entrepreneur	

Trainer Certification	
Domain Certification	**Platform Certification**
Certified for Job Role: "Processed Food Entrepreneur" mapped to QP: "FIC/Q9001, v4.0". Minimum accepted score is 80%.	Recommended that the Trainer is certified for the Job Role: "Trainer (VET and Skills)", mapped to the Qualification Pack: "MEP/Q2601, v2.0". The minimum accepted score as per MEPSC guidelines is 80%.

Assessor Requirements

Assessor Prerequisites						
Minimum Educational Qualification	**Specialization**	**Relevant Industry Experience**		**Training/Assessment Experience**		**Remarks**
		Years	***Specialization***	***Years***	***Specialization***	
B.Sc./ B.Tech/BE	Food Technology/ Food Engineering/ Food Science	5	Experience in the Food Business is Preferred	1	Assessment of Processed Food Entrepreneur	
M.Sc./M.Tech/ME	Food Technology or Food Engineering/Food Science	4	Experience in the Food Business is Preferred	1	Assessment of Processed Food Entrepreneur	
BBA		7	Only Experience in Food Entrepreneurship is accepted	1	Assessment of Processed Food Entrepreneur	
MBA		6	Only Experience in Food Entrepreneurship is accepted	1	Assessment of Processed Food Entrepreneur	

Assessor Certification	
Domain Certification	**Platform Certification**
Certified for Job Role: "Processed Food Entrepreneur" mapped to QP: "FIC/Q9001, v4.0". Minimum accepted score is 80%.	Certified for the Job Role: "Assessor (VET and Skills)", mapped to the Qualification Pack: "MEP/Q2701, v2.0", with a minimum score of 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. There in 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 banks 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. An online system for this will be preferred.
ii. Practical Test: This will comprise a test job to be prepared as per the project briefing, following the appropriate working steps, using the necessary tools, equipment and instruments. Through observation, it will be possible to ascertain the candidate's aptitude, attention to detail, quality consciousness, etc. The end product will be measured against the pre-decided MCQ, completed by the Assessor, to gauge the level of their skill achievement.
iii. Structured Interview: This tool will be used to assess the conceptual understanding and the behavioural aspects regarding the job role and the specific task at hand.

On the Job:

1. Each module (which covers the job profile of Processed Food Technician) will be assessed separately.

2. The candidate must score 70% in each module to complete the OJT.

3. Tools of Assessment that will be used for assessing whether the candidate is the desired skills and etiquette of dealing with customers, understanding needs & requirements, assessing the customer and perform Soft Skills effectively:

- Videos of Trainees during OJT
- Answer Sheets of Question Banks
- Assessing the Logbook entries of Trainees at Employer location
- Employer Performance Feedback.

4. Assessment of each Module will ensure that the candidate is able to:

- Carry out production of fortified food
- Work effectively and efficiently as per schedules and timelines.
- Escalate the problem to appropriate authority.
- Implement safety practices.
- Optimize the use of resources to ensure less wastage and maximum conservation.

References

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 it 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
NCVET	National Council for Vocational Education and Training
NVEQF	National Vocational Educational Qualification Framework
FICSI	Food Industry Capacity & Skill Initiative
QP	Qualification Pack
MC	Model Curriculum
NSQF	National Skills Qualification Framework
NSQC	National Skills Qualification Committee
NOS	National Occupational Standards
NCO	National Classification of Occupations
ES	Employability Skills
HACCP	Hazard Analysis and Critical Control Points
FSSAI	Food Safety and Standards Authority of India
GMPs	Good Manufacturing Practices
GHP	Good Hygiene Practices
PPE	Personal Protective Equipment
SOP	Standard Operating Procedure
RCA	Root Cause Analysis
CAPA	Corrective Action Preventive Action
SIDBI	Small Industries Development Bank of India
NABARD	National Bank for Agriculture and Rural Development
SFCS	State Financial Corporations
CIP	Clean-In-Place
COP	Clean-Out-of-Place
FSMA	Food Safety Modernization Act
ERP	Enterprise Resource Planning