



Food Product Developer

QP Code: FIC/Q9301

Version: 1.0

NSQF Level: 5

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FIC/Q9301: Food Product Developer

Brief Job Description

A Food Product Developer is responsible for recipe formulation and product development so that company can meet customers' needs more effectively. The task involves doing innovation in current product offerings and customer services to enhance the brand image and gain competitive edge in the market. The job will typically include lab scale trials and make sure that the specifications are documented for each new product.

Personal Attributes

The individual should have an excellent product and process knowledge, keenly interested in research, ability to identify opportunities for innovations and having consistent approach towards improving quality of the products. The individual should have a logical and investigative mind to carry out the tasks.

Applicable National Occupational Standards (NOS)

Compulsory NOS:

1. [FIC/N9301: Prepare recipe formulation and guidelines for product development](#)
2. [FIC/N9302: Perform tasks for product development](#)
3. [FIC/N9904: Ensure food safety at the workplace](#)
4. [FIC/N9903: Ensure workplace health and safety](#)
5. [FIC/N9902: Work effectively in an organisation](#)
6. [SGJ/N1702: Optimize resource utilization at workplace](#)

Qualification Pack (QP) Parameters

Sector	Food Processing
Sub-Sector	Generic
Occupation	Research and Development
Country	India
NSQF Level	5
Aligned to NCO/ISCO/ISIC Code	NCO-2015/NIL

Minimum Educational Qualification & Experience	Graduate (Microbiology/Food technology/Biotechnology or allied disciplines) with 1 Year of experience Relevant experience OR 12th Class (and 3 years of diploma in relevant stream) with 1 Year of experience Relevant experience
Minimum Level of Education for Training in School	
Pre-Requisite License or Training	NA
Minimum Job Entry Age	21 Years
Last Reviewed On	NA
Next Review Date	NA
NSQC Approval Date	
Version	1.0

FIC/N9301: Prepare recipe formulation and guidelines for product development

Description

This NOS is about formulating recipes for different products which can come up in market, conceptualizing new food offerings, undertaking various experiments to develop them, refining them over the period, scaling up the process, developing guideline, doing innovative things to improve the current products and services as per the market trend and expectation.

Scope

The scope covers the following :

- Recipe formulation
- Scale up process
- Develop new guidelines
- Follow FSSAI regulations
- Benchmarking of new and existing products

Elements and Performance Criteria

Recipe formulation

To be competent, the user/individual on the job must be able to:

- PC1.** obtain consumer and market research data based on trends, preferences, geographical location, religion, etc. from marketing team
- PC2.** work on conceptualized ideas and experiment with various combinations of old and new ingredients and recipes using different food processing methods
- PC3.** develop the prototype of the desired product in different formulations by using new or existing ingredients, recipes or production process
- PC4.**
 - test the samples obtained from the prototype batch for various sensory parameters
 - Sensory parameters: taste, texture, smell, appearance, etc.
- PC5.** obtain the feedback from sensory team and incorporate the desired changes in ingredients and process accordingly
- PC6.** refine ideas and methods over the period until desired results are not achieved
- PC7.** develop new recipes ensuring that they meet the FSSAI regulations
- PC8.** develop recipe costing and sizing
- PC9.** follow standardized weights and measures, weight range of package and recommended scale of interval for calculations
- PC10.** identify and select vendors for purchasing the required raw materials and stock improvement by following organizational procedures
- PC11.** prepare BOM and estimate costing of the product
- PC12.** calculate Process Loss/Process efficiency and identify gross margin of the product

Scale up process

To be competent, the user/individual on the job must be able to:

- PC13.** develop the product on larger scale after finalization of prototype

- PC14.** test the product on various sensory parameters to standardize the recipe ingredients and production process
- PC15.** conduct focus group testing with targeted consumers and obtain their feedback on the recipe
- PC16.** evaluate the feedback received from consumers and refine the recipe as per consumer preference
- PC17.** define acceptable ingredient, product specification and standards for comparing the new samples for scale up
- PC18.** review the recipes and formulate the new product by following SOP/WI
- PC19.** check whether the process is batch processed or continuous processed
- PC20.** collect data of nutritional analysis by following organisational procedures
- PC21.** verify Halal certification of the product for export purpose
- PC22.** mention allergens if present in the product as per FSSAI regulations

Develop new guidelines

To be competent, the user/individual on the job must be able to:

- PC23.**
 - set parameters for testing the quality of new products
 - Parameters: appearance, color, taste, odour, adulterants, contaminants, nutritional value, etc.
- PC24.**
 - write new guidelines for new products to maintain the same quality throughout the organization
 - New guidelines: process flow chart, raw material specification, standardized recipe, ingredients, risk assessment of new product, packaging and labelling requirements, etc.
- PC25.** ensure that new guidelines comply with FSSAI guidelines
- PC26.** develop technical and in process specification of products and various types of tests to be conducted on the product during trial process

Follow FSSAI regulations

To be competent, the user/individual on the job must be able to:

- PC27.** avoid mixing of permitted and non-permitted ingredients as per FSSAI guidelines
- PC28.** adhere to Maximum Permitted Limit (MPL) for food additives and Total Phenolic Content (TPC) limit for fresh and reused cooking oil set up by FSSAI
- PC29.** stick to the limit of usage of salt, sugar and fat as per the product recipe as per FSSAI guidelines

Benchmarking of new and existing products

To be competent, the user/individual on the job must be able to:

- PC30.** select the products for benchmarking of new and existing products
- PC31.** identify key performance metrics for the analysis of new and existing products
- PC32.** analyse the data and identify opportunities for developing new products
- PC33.** document and maintain records of the product development process

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** standards, policies, and procedures followed in the company relevant to food safety and food quality
- KU2.** relevant occupational health and safety requirements applicable in the workplace
- KU3.** standard protocols related to safe handling and processing of food

- KU4.** organization culture and typical customer profile
- KU5.** market trends, consumer preferences and expectations
- KU6.** food processing methods like cooking, roasting, freezing, drying, baking, etc.
- KU7.** sensory tests and sensory scales for specific product and requirement
- KU8.** food safety standards that are customary within the food industry and mandated by government regulations
- KU9.** food-related discipline such as food science, nutrition, microbiology, chemistry, or food business
- KU10.** food preservation, product development and food preparation process
- KU11.** various scaling up operations
- KU12.** how to calculate costing and sizing of ingredients and product respectively
- KU13.** importance of different ingredients in the product
- KU14.** standardization of process and product
- KU15.** types of product packaging for the specific product
- KU16.** various quality parameters for quality check
- KU17.** hazard Analysis and Critical Control Points (HACCP) management system
- KU18.** five views of assessing the quality transcendental view, product-based view, user-based view, manufacturing-based view and value-based view
- KU19.** basic seven quality management tools process flow chart, check sheets, histograms, fishbone diagrams, Scatter diagrams, Pareto analysis, Control chart
- KU20.** variety of food ingredients used at national and international level and their regional variations
- KU21.** halal and haram ingredients and process
- KU22.** food adulteration and food contamination
- KU23.** allergen management and risks associated with cross contamination
- KU24.** recipe formulation of existing products
- KU25.** various food processing techniques and processes
- KU26.** how to plan production schedules and timelines
- KU27.** desired product characteristics like texture, colour, taste etc.
- KU28.** ways of resource management, vendor management and project management
- KU29.** use of MS Word, Excel & Power Point

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** write common words/signs and set phrases used in the work
- GS2.** prepare checklists, reports, and fill out forms in local language or Hindi/English
- GS3.** perform arithmetic calculations of addition, subtraction, multiplication, and division processes
- GS4.** read and interpret data sheets, reports etc.
- GS5.** communicate information, doubts, and concerns about work related matters in local language or Hindi/English

- GS6.** use questioning to minimize misunderstandings
- GS7.** participate in workplace conversations and meetings and communicate by telephone in local language or Hindi/English
- GS8.** plan daily tasks to achieve maximum productivity
- GS9.** display courteous and helpful behaviour
- GS10.** establish priorities and deadlines in consultation with others and record them
- GS11.** be punctual and work as per agreed priorities
- GS12.** think through the problem, evaluate the possible solution(s), and suggest an optimum /best possible solution(s)
- GS13.** identify immediate or temporary solutions to resolve delays
- GS14.** make appropriate decisions regarding the responsibilities of the job role
- GS15.** build relationships with internal and external customers
- GS16.** respond to breakdowns and malfunction of equipment
- GS17.** respond to unsafe and hazardous working conditions
- GS18.** respond to security breaches
- GS19.** follow instructions carefully

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Recipe formulation</i>	10	21	-	7
PC1. obtain consumer and market research data based on trends, preferences, geographical location, religion, etc. from marketing team	-	-	-	-
PC2. work on conceptualized ideas and experiment with various combinations of old and new ingredients and recipes using different food processing methods	-	-	-	-
PC3. develop the prototype of the desired product in different formulations by using new or existing ingredients, recipes or production process	-	-	-	-
PC4. <ul style="list-style-type: none"> test the samples obtained from the prototype batch for various sensory parameters Sensory parameters: taste, texture, smell, appearance, etc. 	-	-	-	-
PC5. obtain the feedback from sensory team and incorporate the desired changes in ingredients and process accordingly	-	-	-	-
PC6. refine ideas and methods over the period until desired results are not achieved	-	-	-	-
PC7. develop new recipes ensuring that they meet the FSSAI regulations	-	-	-	-
PC8. develop recipe costing and sizing	-	-	-	-
PC9. follow standardized weights and measures, weight range of package and recommended scale of interval for calculations	-	-	-	-
PC10. identify and select vendors for purchasing the required raw materials and stock improvement by following organizational procedures	-	-	-	-
PC11. prepare BOM and estimate costing of the product	-	-	-	-
PC12. calculate Process Loss/Process efficiency and identify gross margin of the product	-	-	-	-

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Scale up process</i>	10	19	-	7
PC13. develop the product on larger scale after finalization of prototype	-	-	-	-
PC14. test the product on various sensory parameters to standardize the recipe ingredients and production process	-	-	-	-
PC15. conduct focus group testing with targeted consumers and obtain their feedback on the recipe	-	-	-	-
PC16. evaluate the feedback received from consumers and refine the recipe as per consumer preference	-	-	-	-
PC17. define acceptable ingredient, product specification and standards for comparing the new samples for scale up	-	-	-	-
PC18. review the recipes and formulate the new product by following SOP/WI	-	-	-	-
PC19. check whether the process is batch processed or continuous processed	-	-	-	-
PC20. collect data of nutritional analysis by following organisational procedures	-	-	-	-
PC21. verify Halal certification of the product for export purpose	-	-	-	-
PC22. mention allergens if present in the product as per FSSAI regulations	-	-	-	-
<i>Develop new guidelines</i>	4	5	-	2
PC23. <ul style="list-style-type: none"> • set parameters for testing the quality of new products • Parameters: appearance, color, taste, odour, adulterants, contaminants, nutritional value, etc. 	-	-	-	-

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC24. • write new guidelines for new products to maintain the same quality throughout the organization • New guidelines: process flow chart, raw material specification, standardized recipe, ingredients, risk assessment of new product, packaging and labelling requirements, etc.	-	-	-	-
PC25. ensure that new guidelines comply with FSSAI guidelines	-	-	-	-
PC26. develop technical and in process specification of products and various types of tests to be conducted on the product during trial process	-	-	-	-
<i>Follow FSSAI regulations</i>	3	2	-	3
PC27. avoid mixing of permitted and non-permitted ingredients as per FSSAI guidelines	-	-	-	-
PC28. adhere to Maximum Permitted Limit (MPL) for food additives and Total Phenolic Content (TPC) limit for fresh and reused cooking oil set up by FSSAI	-	-	-	-
PC29. stick to the limit of usage of salt, sugar and fat as per the product recipe as per FSSAI guidelines	-	-	-	-
<i>Benchmarking of new and existing products</i>	3	3	-	1
PC30. select the products for benchmarking of new and existing products	-	-	-	-
PC31. identify key performance metrics for the analysis of new and existing products	-	-	-	-
PC32. analyse the data and identify opportunities for developing new products	-	-	-	-
PC33. document and maintain records of the product development process	-	-	-	-
NOS Total	30	50	-	20

National Occupational Standards (NOS) Parameters

NOS Code	FIC/N9301
NOS Name	Prepare recipe formulation and guidelines for product development
Sector	Food Processing
Sub-Sector	Generic
Occupation	Research and Development
NSQF Level	5
Credits	TBD
Version	1.0
Next Review Date	NA

FIC/N9302: Perform tasks for product development

Description

This NOS is about planning the daily tasks and performing it according to a particular schedule.

Scope

The scope covers the following :

- Organise and perform tasks
- Perform analysis of various products
- Maintain material availability
- FSSAI regulations for packed food products

Elements and Performance Criteria

Organise and perform tasks

To be competent, the user/individual on the job must be able to:

- PC1.** create and maintain a list of different processes and multiple tasks involved in the product formulation
- PC2.** perform activities and processes in a sequential manner as specified in SOP for making a particular product
- PC3.** maintain record of finished product as per organisational guidelines

Perform analysis of various products

To be competent, the user/individual on the job must be able to:

- PC4.** prepare the workarea for shelf life study of food products by following SOP/WI
- PC5.** conduct shelf life study for different samples of food product
- PC6.** perform chemical and nutritional analysis tests on the product by following SOP/WI
- PC7.** create a team of trained sensory panelists and evaluate the findings of tests
- PC8.** supervise activities of plant trials to ensure that product is free from any abnormalities
- PC9.** make arrangements for third party lab test from a NABL accredited lab before industrial launch

Maintain material availability

To be competent, the user/individual on the job must be able to:

- PC10.** make a list of available material for current as well as future trials
- PC11.** prepare and maintain documents related to bill of material as per organizational guidelines
- PC12.** make arrangements in advance to maintain the availability the material required for the product

FSSAI regulations for packed food products

To be competent, the user/individual on the job must be able to:

- PC13.** ensure that calorific value against all food items are mentioned on the label as per FSSAI regulations
- PC14.** follow colour coded labels for high fat, salt and sugar as per FSSAI standards

- PC15.** • mark or label the products with one of the units in the metric system
• Units: kg, litre, Meter, etc.
- PC16.** ensure that there are no dents, rust, perforations and seam distortions in the can used for food packaging
- PC17.** dispose-off the expired material as per FSSAI guidelines and company policy

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** standards, policies, and procedures followed in the company relevant to food safety and food quality
- KU2.** how to handle plant trials
- KU3.** temperature, relative humidity, surrounding hygiene required to do shelf life study
- KU4.** tests conducted to check shelf stability of the product
- KU5.** parameters to be maintained for sensory evaluation
- KU6.** different sensory tests as per product requirement
- KU7.** different tests to be performed for nutritional analysis
- KU8.** proximate and ultimate analysis
- KU9.** different food grade packaging material suitable for the food product type

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** write common words/signs and set phrases used in the work
- GS2.** prepare checklists, reports and fill out forms in local language or Hindi/English
- GS3.** calculate batch size and costing for samples
- GS4.** read and interpret data sheets, reports etc.
- GS5.** communicate information, doubts, and concerns about work related matters in local language or Hindi/English
- GS6.** use questioning to minimize misunderstandings
- GS7.** participate in workplace conversations and meetings and communicate by telephone in local language or Hindi/English
- GS8.** plan daily tasks to achieve maximum productivity
- GS9.** display courteous and helpful behaviour
- GS10.** establish priorities and deadlines in consultation with others and record them
- GS11.** be punctual and work as per agreed priorities
- GS12.** think through the problem, evaluate the possible solution(s), and suggest an optimum /best possible solution(s)
- GS13.** identify immediate or temporary solutions to resolve delays
- GS14.** make appropriate decisions regarding the responsibilities of the job role
- GS15.** build relationships with internal and external customers
- GS16.** respond to breakdowns and malfunction of equipment

- GS17.** respond to unsafe and hazardous working conditions
- GS18.** respond to security breaches
- GS19.** follow instructions carefully

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Organise and perform tasks</i>	7	10	-	6
PC1. create and maintain a list of different processes and multiple tasks involved in the product formulation	-	-	-	-
PC2. perform activities and processes in a sequential manner as specified in SOP for making a particular product	-	-	-	-
PC3. maintain record of finished product as per organisational guidelines	-	-	-	-
<i>Perform analysis of various products</i>	13	22	-	8
PC4. prepare the workarea for shelf life study of food products by following SOP/WI	-	-	-	-
PC5. conduct shelf life study for different samples of food product	-	-	-	-
PC6. perform chemical and nutritional analysis tests on the product by following SOP/WI	-	-	-	-
PC7. create a team of trained sensory panelists and evaluate the findings of tests	-	-	-	-
PC8. supervise activities of plant trials to ensure that product is free from any abnormalities	-	-	-	-
PC9. make arrangements for third party lab test from a NABL accredited lab before industrial launch	-	-	-	-
<i>Maintain material availability</i>	4	8	-	2
PC10. make a list of available material for current as well as future trials	-	-	-	-
PC11. prepare and maintain documents related to bill of material as per organizational guidelines	-	-	-	-
PC12. make arrangements in advance to maintain the availability the material required for the product	-	-	-	-

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>FSSAI regulations for packed food products</i>	6	10	-	4
PC13. ensure that calorific value against all food items are mentioned on the label as per FSSAI regulations	-	-	-	-
PC14. follow colour coded labels for high fat, salt and sugar as per FSSAI standards	-	-	-	-
PC15. <ul style="list-style-type: none"> • mark or label the products with one of the units in the metric system • Units: kg, litre, Meter, etc. 	-	-	-	-
PC16. ensure that there are no dents, rust, perforations and seam distortions in the can used for food packaging	-	-	-	-
PC17. dispose-off the expired material as per FSSAI guidelines and company policy	-	-	-	-
NOS Total	30	50	-	20

National Occupational Standards (NOS) Parameters

NOS Code	FIC/N9302
NOS Name	Perform tasks for product development
Sector	Food Processing
Sub-Sector	Generic
Occupation	Research and Development
NSQF Level	5
Credits	TBD
Version	1.0
Next Review Date	NA

FIC/N9904: Ensure food safety at the workplace

Description

This unit is about performing various tasks for ensuring food safety at the workplace.

Scope

The scope covers the following :

- Ensure food safety at the workplace

Elements and Performance Criteria

Ensure food safety at the workplace

To be competent, the user/individual on the job must be able to:

- PC1.** identify the biological, chemical, and physical hazards at various stages of food processing. Stages: procurement of raw material; production, manufacturing, distribution, delivery of finished product, etc.
- PC2.** implement food safety procedures and regulatory policies at the food processing workplace. Policies: Visitor's Policy, Health declaration policy, Jewellery policy, Quality, and safety policy
- PC3.** ensure that the materials are adequately isolated to prevent them from contamination. Materials: raw materials, processed materials, finished goods, etc. Contamination: Physical, Chemical, Biological & shop floor environment
- PC4.** establish and follow Good Manufacturing Practices (GMPs) laid down in applicable Food Safety and Standards Authority of India (FSSAI) guidelines. Good Manufacturing Practices (GMPs): location and layout(ergonomics), cleaning and sanitation, equipment and containers, pest control, facilities (lighting, water supply, drainage and waste disposal, air quality and ventilation), food storage, transportation, and distribution etc.
- PC5.** establish and follow allergen management system for handling and storage of raw materials
- PC6.** establish and follow monitoring systems like Hazard Analysis Critical Control Point (HACCP), product information and consumer awareness, product recall and withdrawal, and traceability HACCP: Hazard identification, identification of critical control points, establish critical limits, corrective and preventive action. Product information and consumer awareness: Product labelling and consumer education. Traceability: forward and backward traceability
- PC7.** take appropriate action in instances such as VACCP (Vulnerability Assessment Critical Control Points) and TACCP (Threat Assessment Critical Control Points)
- PC8.** plan, conduct, manage, consolidate outcomes, and close corrective actions of workplace audit on food safety as per FSSAI guidelines, address the non-conformance with root cause analysis (RCA), corrective action preventive action(CAPA)
- PC9.** address issues pertaining to food safety and quality reported by the team members
- PC10.** record information such as food safety regulations followed, inspections done, faults observed, etc. as per standard procedure
- PC11.** organize trainings and workshops on food safety aspects such as Good Manufacturing Practices (GMP), HACCP, VACCP, TACCP, etc.

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** various processes that take place in a food industry
- KU2.** biological, chemical, and physical hazards in a food industry
- KU3.** types of food contaminations, their causes, and ways to prevent it
- KU4.** organisational policy and procedures for ensuring food safety (such as Visitor's Policy, Health declaration policy, Jewelry policy, Quality, and safety policy)
- KU5.** applicable regulations for ensuring food safety as listed in 'The Food Safety and Standards Act, 2006'
- KU6.** role of HACCP in food industry, its constituents and procedure to implement it in an organisation
- KU7.** VACCP and TACCP and how to implement it effectively
- KU8.** how to conduct workplace food safety audits
- KU9.** types of allergen and allergen management at workplace
- KU10.** key observations and corrective actions to be applied for ensuring food safety
- KU11.** various issues that can arise during production and other processes as faced by team
- KU12.** information to be recorded in the work process
- KU13.** how to do root cause analysis and perform corrective action and preventive actions
- KU14.** how to conduct training of workforce on various food safety procedures such as GMP, HACCP, information to be shared, ways to report accidents, escalation of issues beyond own scope, etc.

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** write an accident/incident report in local language or English
- GS2.** read and comprehend basic content to read labels, charts, signages and symbols
- GS3.** read and comprehend basic English to read product manuals for safe operation
- GS4.** question coworkers appropriately in order to clarify instructions and other issues
- GS5.** make appropriate decisions pertaining to the concerned area of work regarding the work objective, span of authority, responsibility, laid down procedure and guidelines
- GS6.** plan and organize the work schedule, work area, tools, equipment, and materials for improved productivity
- GS7.** identify probable solutions to the problems in hand
- GS8.** evaluate proposed solution with respect to key priorities and considerations
- GS9.** seek official and authorised sources of help and guidance to resolve problems that cannot be solved at one's level of authority
- GS10.** identify cause and effect relations in their area of work to anticipate potential problems and their solution
- GS11.** analyse the problem, suggest corrective actions and implement workable solutions

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Ensure food safety at the workplace</i>	30	70	-	-
PC1. identify the biological, chemical, and physical hazards at various stages of food processing. Stages: procurement of raw material; production, manufacturing, distribution, delivery of finished product, etc.	-	-	-	-
PC2. implement food safety procedures and regulatory policies at the food processing workplace. Policies: Visitor's Policy, Health declaration policy, Jewellery policy, Quality, and safety policy	-	-	-	-
PC3. ensure that the materials are adequately isolated to prevent them from contamination. Materials: raw materials, processed materials, finished goods, etc. Contamination: Physical, Chemical, Biological & shop floor environment	-	-	-	-
PC4. establish and follow Good Manufacturing Practices (GMPs) laid down in applicable Food Safety and Standards Authority of India (FSSAI) guidelines. Good Manufacturing Practices (GMPs): location and layout(ergonomics), cleaning and sanitation, equipment and containers, pest control, facilities (lighting, water supply, drainage and waste disposal, air quality and ventilation), food storage, transportation, and distribution etc.	-	-	-	-
PC5. establish and follow allergen management system for handling and storage of raw materials	-	-	-	-
PC6. establish and follow monitoring systems like Hazard Analysis Critical Control Point (HACCP), product information and consumer awareness, product recall and withdrawal, and traceability HACCP: Hazard identification, identification of critical control points, establish critical limits, corrective and preventive action. Product information and consumer awareness: Product labelling and consumer education. Traceability: forward and backward traceability	-	-	-	-
PC7. take appropriate action in instances such as VACCP (Vulnerability Assessment Critical Control Points) and TACCP (Threat Assessment Critical Control Points)	-	-	-	-

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC8. plan, conduct, manage, consolidate outcomes, and close corrective actions of workplace audit on food safety as per FSSAI guidelines, address the non-conformance with root cause analysis (RCA), corrective action preventive action(CAPA)	-	-	-	-
PC9. address issues pertaining to food safety and quality reported by the team members	-	-	-	-
PC10. record information such as food safety regulations followed, inspections done, faults observed, etc. as per standard procedure	-	-	-	-
PC11. organize trainings and workshops on food safety aspects such as Good Manufacturing Practices (GMP), HACCP, VACCP, TACCP, etc.	-	-	-	-
NOS Total	30	70	-	-

National Occupational Standards (NOS) Parameters

NOS Code	FIC/N9904
NOS Name	Ensure food safety at the workplace
Sector	Food Processing
Sub-Sector	Generic
Occupation	Generic
NSQF Level	5
Credits	TBD
Version	1.0
Last Reviewed Date	25/11/2021
Next Review Date	25/11/2024
NSQ Clearance Date	25/11/2021

FIC/N9903: Ensure workplace health and safety

Description

This unit is about following health and safety procedures at the food processing workplace.

Scope

The scope covers the following :

- Follow preventive measures to avoid accidents
- Deal with emergencies
- Manage infection control

Elements and Performance Criteria

Follow preventive measures to avoid accidents

To be competent, the user/individual on the job must be able to:

- PC1.** wear appropriate personal protective equipment (PPE) as per task requirements. PPE: gloves, hairnets, masks, ear plugs, goggles, shoes etc.
- PC2.** identify job-site hazardous work and possible causes of risk or accident at the workplace
- PC3.** deal with hazards safely and appropriately to ensure safety of self and others
- PC4.** ensure that the equipment used (such as for lifting and carrying materials, power tools, etc.) are maintained effectively
- PC5.** implement organisational safety protocols to prevent accidents and hazards
- PC6.** ensure that general health and safety equipment are readily available at all times
- PC7.** ensure that common hazard signs are displayed properly wherever required
- PC8.** use various types of fire extinguishers effectively
- PC9.** train the workforce on accident prevention techniques required at the workplace. Accident prevention techniques: role of appropriate PPE; use of fire extinguishers, dealing with hazards; identification of risks that could lead to accidents; safety protocols followed to avoid accidents; role of different types of hazard signs, safe lifting and carrying practices, etc.

Deal with emergencies

To be competent, the user/individual on the job must be able to:

- PC10.** follow workplace emergency and evacuation procedures
- PC11.** use safe methods to free a person from electrocution
- PC12.** administer appropriate first aid to victims in case of cuts, bleeding, burns, choking, electric shock, poisoning, etc.
- PC13.** provide artificial respiration and cardio-pulmonary resuscitation (CPR) in various instances (e.g., cardiac arrest)
- PC14.** report any identified breaches in health, safety and security policies and procedures to the concerned authority

PC15. train the workforce on emergency procedures to be followed at the workplace. Emergency procedures: safe evacuation; treating a person from electrocution; immediate first aid to be given at times of cuts, bleeding, burns, choking, electric shock, poisoning, etc.; administering artificial respiration and cardio-pulmonary resuscitation (CPR); escalating issues beyond own scope, etc.

Manage infection control

To be competent, the user/individual on the job must be able to:

- PC16.** follow and enforce Good Hygiene Practices (GHP) among the team. GHP: washing hands regularly, reporting personal health issues to the concerned, undertaking preventive health check-ups at regular intervals, getting vaccinated as per standard procedures whenever required, etc.
- PC17.** identify the type of infection spread in discussion with designated personnel and relevant sources. Type of infection spread: severity; precautions to be taken; safety protocols to be followed during spread; sanitisers to be used, etc.
- PC18.** ensure the work area, equipment and related facilities are being sanitised effectively as per organisational schedule and work requirements
- PC19.** ensure that materials used for sanitisation are stored appropriately and readily available at times of need
- PC20.** take appropriate action at times of illness to self and others in the team
- PC21.** train the workforce on infection control practices followed at the workplace. Infection control practices: precautions to be taken; types of sanitisers to be used; ensuring appropriate sanitization of self and work area; reporting illness to self and others promptly, etc.
- PC22.** review standard operating procedures (SOPs) as per organisational schedule to ensure compliance with regulatory requirements
- PC23.** ensure periodic health check-up of all workers in compliance with FSSAI guidelines
- PC24.** provide regulatory support and process improvements which have an impact on regulatory affairs related to quality and safety assurance in respective departments

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** meaning of 'hazards' and 'risks'
- KU2.** various types of risks, hazards and accidents at the workplace and their possible causes
- KU3.** standard practices to be followed to control and prevent risks, hazards, and accidents
- KU4.** where to find all the general health and safety equipment in the workplace
- KU5.** parameters to be assessed during review of SOPs and compliances
- KU6.** how to improve regulations and processes in an organisation as per required quality and safety standards
- KU7.** procedure to conduct audits pertaining to workplace health and safety
- KU8.** parameters to be assessed during health and safety audits and acceptability levels of appropriateness
- KU9.** how to address team issues relating to workplace health and safety
- KU10.** documents and records to be maintained in the work process
- KU11.** types of personal protective equipment used such as eye protection, hard hats, gloves apron, rubber boots, etc. and its importance while conducting the tasks

- KU12.** how to deal with various types of hazards safely and appropriately
- KU13.** how to ensure that the equipment used is maintained effectively
- KU14.** preventative measures and remedial actions to be taken to avoid accidents
- KU15.** various types of safety signs and their relevance at the workplace
- KU16.** various causes of fire, ways to prevent them and rescue techniques to be followed at times of fire
- KU17.** use of different types of fire extinguishers
- KU18.** how to train the workforce on various accident prevention techniques
- KU19.** workplace emergency and evacuation procedures
- KU20.** how to administer immediate first aid to victims in case of cuts, bleeding, burns, choking, electric shock, poisoning, etc.
- KU21.** procedure followed for providing artificial respiration and cardio-pulmonary resuscitation (CPR) to the affected
- KU22.** impact of breach in health, safety and security policies and procedures on self, team, and work process
- KU23.** how to train the workforce on emergency procedures to be followed at the workplace
- KU24.** information sources and the factors to be considered for determining the type of infection
- KU25.** procedure to carry out sanitization of work area, equipment, and related facilities
- KU26.** how to act at times of illness to self and others at the workplace
- KU27.** train the workforce on infection control practices followed at the workplace
- KU28.** storing sanitization materials appropriately

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** write an accident/incident report in local language or English
- GS2.** read and comprehend basic content to read labels, charts, signages and symbols
- GS3.** read and comprehend basic English to read product manuals for safe operation
- GS4.** question coworkers appropriately in order to clarify instructions and other issues
- GS5.** make appropriate decisions pertaining to the concerned area of work regarding the work objective, span of authority, responsibility, laid down procedure and guidelines
- GS6.** plan and organize the work schedule, work area, tools, equipment, and materials for improved productivity
- GS7.** identify probable solutions to the problems in hand
- GS8.** evaluate proposed solution with respect to key priorities and considerations
- GS9.** seek official and authorised sources of help and guidance to resolve problems that cannot be solved at one's level of authority
- GS10.** identify cause and effect relations in their area of work to anticipate potential problems and their solution

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Follow preventive measures to avoid accidents</i>	13	31	-	-
PC1. wear appropriate personal protective equipment (PPE) as per task requirements. PPE: gloves, hairnets, masks, ear plugs, goggles, shoes etc.	-	-	-	-
PC2. identify job-site hazardous work and possible causes of risk or accident at the workplace	-	-	-	-
PC3. deal with hazards safely and appropriately to ensure safety of self and others	-	-	-	-
PC4. ensure that the equipment used (such as for lifting and carrying materials, power tools, etc.) are maintained effectively	-	-	-	-
PC5. implement organisational safety protocols to prevent accidents and hazards	-	-	-	-
PC6. ensure that general health and safety equipment are readily available at all times	-	-	-	-
PC7. ensure that common hazard signs are displayed properly wherever required	-	-	-	-
PC8. use various types of fire extinguishers effectively	-	-	-	-
PC9. train the workforce on accident prevention techniques required at the workplace. Accident prevention techniques: role of appropriate PPE; use of fire extinguishers, dealing with hazards; identification of risks that could lead to accidents; safety protocols followed to avoid accidents; role of different types of hazard signs, safe lifting and carrying practices, etc.	-	-	-	-
<i>Deal with emergencies</i>	8	18	-	-
PC10. follow workplace emergency and evacuation procedures	-	-	-	-
PC11. use safe methods to free a person from electrocution	-	-	-	-

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC12. administer appropriate first aid to victims in case of cuts, bleeding, burns, choking, electric shock, poisoning, etc.	-	-	-	-
PC13. provide artificial respiration and cardio-pulmonary resuscitation (CPR) in various instances (e.g., cardiac arrest)	-	-	-	-
PC14. report any identified breaches in health, safety and security policies and procedures to the concerned authority	-	-	-	-
PC15. train the workforce on emergency procedures to be followed at the workplace. Emergency procedures: safe evacuation; treating a person from electrocution; immediate first aid to be given at times of cuts, bleeding, burns, choking, electric shock, poisoning, etc.; administering artificial respiration and cardio-pulmonary resuscitation (CPR); escalating issues beyond own scope, etc.	-	-	-	-
<i>Manage infection control</i>	9	21	-	-
PC16. follow and enforce Good Hygiene Practices (GHP) among the team. GHP: washing hands regularly, reporting personal health issues to the concerned, undertaking preventive health check-ups at regular intervals, getting vaccinated as per standard procedures whenever required, etc.	-	-	-	-
PC17. identify the type of infection spread in discussion with designated personnel and relevant sources. Type of infection spread: severity; precautions to be taken; safety protocols to be followed during spread; sanitisers to be used, etc.	-	-	-	-
PC18. ensure the work area, equipment and related facilities are being sanitised effectively as per organisational schedule and work requirements	-	-	-	-
PC19. ensure that materials used for sanitisation are stored appropriately and readily available at times of need	-	-	-	-
PC20. take appropriate action at times of illness to self and others in the team	-	-	-	-

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC21. train the workforce on infection control practices followed at the workplace. Infection control practices: precautions to be taken; types of sanitisers to be used; ensuring appropriate sanitization of self and work area; reporting illness to self and others promptly, etc.	-	-	-	-
PC22. review standard operating procedures (SOPs) as per organisational schedule to ensure compliance with regulatory requirements	-	-	-	-
PC23. ensure periodic health check-up of all workers in compliance with FSSAI guidelines	-	-	-	-
PC24. provide regulatory support and process improvements which have an impact on regulatory affairs related to quality and safety assurance in respective departments	-	-	-	-
NOS Total	30	70	-	-

National Occupational Standards (NOS) Parameters

NOS Code	FIC/N9903
NOS Name	Ensure workplace health and safety
Sector	Food Processing
Sub-Sector	Generic
Occupation	Generic
NSQF Level	5
Credits	TBD
Version	1.0
Last Reviewed Date	25/11/2021
Next Review Date	25/11/2024
NSQ Clearance Date	25/11/2021

FIC/N9902: Work effectively in an organisation

Description

This unit is about working effectively with others.

Scope

The scope covers the following :

- Communicate effectively
- Work in a team effectively
- Respect diversity

Elements and Performance Criteria

Communicate effectively

To be competent, the user/individual on the job must be able to:

- PC1.** obtain complete information and instructions from designated personnel
- PC2.** reciprocate understanding and seek clarifications whenever required
- PC3.** provide information accurately and clearly
- PC4.** use inclusive language (verbal, non-verbal and written) that is gender, disability and culturally sensitive

Work in a team effectively

To be competent, the user/individual on the job must be able to:

- PC5.** plan tasks to be performed as per priority and need
- PC6.** consult with and assist others to maximize effectiveness and efficiency at work
- PC7.** escalate problems and grievances beyond own scope to the concerned authority
- PC8.** take appropriate action to resolve conflicts at the workplace

Respect diversity

To be competent, the user/individual on the job must be able to:

- PC9.** maintain a gender-neutral behaviour with everyone at the workplace
- PC10.** empathise with People with Disabilities (PwD) and offer help, if required
- PC11.** recognise and report incidents of harassment and discrimination to appropriate authority

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** organizational quality procedures and processes associated with work
- KU2.** standards, policies, and procedures followed in the organization relevant to employment, harassment, discrimination and performance conditions
- KU3.** reporting structure, inter-dependent functions, lines, and procedures applicable at the workplace

- KU4.** different types of harassment and discrimination based on gender, disability, caste, religion, and culture
- KU5.** components of effective communication and its importance
- KU6.** importance of teamwork in organizational and individual success
- KU7.** importance of ethics and discipline for professional success
- KU8.** how to express and address grievances appropriately and effectively
- KU9.** importance and ways of managing interpersonal conflict effectively
- KU10.** different types of disabilities and the challenges faced by persons with disability (PwD)
- KU11.** laws, acts and provisions defined for PwD
- KU12.** importance of gender sensitivity and equality
- KU13.** legislations, grievance redressal mechanisms, and penalties against harassment in the workplace

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** communicate information, doubts and concerns about work related matters in local language or Hindi/English
- GS2.** read and interpret information given in local language or Hindi/English
- GS3.** establish priorities and deadlines in consultation with other and record them
- GS4.** be punctual
- GS5.** listen to others concerns and doubts carefully and address them
- GS6.** be courteous

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Communicate effectively</i>	8	13	-	-
PC1. obtain complete information and instructions from designated personnel	2	3	-	-
PC2. reciprocate understanding and seek clarifications whenever required	2	3	-	-
PC3. provide information accurately and clearly	2	3	-	-
PC4. use inclusive language (verbal, non-verbal and written) that is gender, disability and culturally sensitive	2	4	-	-
<i>Work in a team effectively</i>	8	14	-	-
PC5. plan tasks to be performed as per priority and need	2	4	-	-
PC6. consult with and assist others to maximize effectiveness and efficiency at work	2	3	-	-
PC7. escalate problems and grievances beyond own scope to the concerned authority	2	3	-	-
PC8. take appropriate action to resolve conflicts at the workplace	2	4	-	-
<i>Respect diversity</i>	6	12	-	-
PC9. maintain a gender-neutral behaviour with everyone at the workplace	2	4	-	-
PC10. empathise with People with Disabilities (PWD) and offer help, if required	2	4	-	-
PC11. recognise and report incidents of harassment and discrimination to appropriate authority	2	4	-	-
NOS Total	22	39	-	-

National Occupational Standards (NOS) Parameters

NOS Code	FIC/N9902
NOS Name	Work effectively in an organisation
Sector	Food Processing
Sub-Sector	Generic
Occupation	Generic
NSQF Level	3
Credits	TBD
Version	1.0
Last Reviewed Date	25/11/2021
Next Review Date	25/11/2024
NSQC Clearance Date	25/11/2021

SGJ/N1702: Optimize resource utilization at workplace

Description

This unit is about adopting sustainable practices and optimizing use of resources, especially material, energy and waste, in day-to-day operations at work

Scope

The scope covers the following :

- Material conservation practices
- Energy/electricity conservation practices
- Effective waste management/recycling practices

Elements and Performance Criteria

Material conservation practices

To be competent, the user/individual on the job must be able to:

- PC1.** identify ways to optimize usage of material including water in various tasks/activities/processes
- PC2.** check for spills/leakages in various tasks/activities/processes
- PC3.** plug spills/leakages and escalate to appropriate authority if unable to rectify
- PC4.** carry out routine cleaning of tools, machines and equipment

Energy/electricity conservation practices

To be competent, the user/individual on the job must be able to:

- PC5.** identify ways to optimize usage of electricity/energy in various tasks/activities/processes
- PC6.** check if the equipment/machine is functioning normally before commencing work and rectify wherever required
- PC7.** report malfunctioning (fumes/sparks/emission/vibration/noise) and lapse in maintenance of equipment
- PC8.** ensure electrical equipment and appliances are properly connected and turned off when not in use

Effective waste management/recycling practices

To be competent, the user/individual on the job must be able to:

- PC9.** identify recyclable and non-recyclable, and hazardous waste generated
- PC10.** segregate waste into different categories
- PC11.** dispose non-recyclable waste appropriately
- PC12.** deposit recyclable and reusable material at identified location
- PC13.** follow processes specified for disposal of hazardous waste

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** potential hazards, risks and threats based on the nature of work
- KU2.** layout of the workstation and electrical and thermal equipment used
- KU3.** organizations procedures for minimizing waste
- KU4.** efficient and inefficient utilization of material and water
- KU5.** ways of efficiently managing material and water in the process
- KU6.** basics of electricity and prevalent energy efficient devices
- KU7.** ways to recognize common electrical problems
- KU8.** common practices of conserving electricity
- KU9.** usage of different colours of dustbins
- KU10.** categorization of waste into dry, wet, recyclable, non-recyclable and items of single-use plastics
- KU11.** waste management and methods of waste disposal
- KU12.** common sources of pollution and ways to minimize it

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** record data on waste disposal at workplace
- GS2.** complete statutory documents relevant to safety and hygiene
- GS3.** read Standard Operating Practices (SOP) documents
- GS4.** communicate with colleagues on the significance of greening of jobs
- GS5.** make timely decisions for efficient utilization of resources
- GS6.** complete tasks efficiently and accurately within stipulated time
- GS7.** work with supervisors/team members to carry out work related tasks
- GS8.** identify cause and effect of greening of jobs

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Material conservation practices</i>	4	8	-	-
PC1. identify ways to optimize usage of material including water in various tasks/activities/processes	1	2	-	-
PC2. check for spills/leakages in various tasks/activities/processes	1	2	-	-
PC3. plug spills/leakages and escalate to appropriate authority if unable to rectify	1	2	-	-
PC4. carry out routine cleaning of tools, machines and equipment	1	2	-	-
<i>Energy/electricity conservation practices</i>	4	8	-	-
PC5. identify ways to optimize usage of electricity/energy in various tasks/activities/processes	1	2	-	-
PC6. check if the equipment/machine is functioning normally before commencing work and rectify wherever required	1	2	-	-
PC7. report malfunctioning (fumes/sparks/emission/vibration/noise) and lapse in maintenance of equipment	1	2	-	-
PC8. ensure electrical equipment and appliances are properly connected and turned off when not in use	1	2	-	-
<i>Effective waste management/recycling practices</i>	5	10	-	-
PC9. identify recyclable and non-recyclable, and hazardous waste generated	1	2	-	-
PC10. segregate waste into different categories	1	2	-	-
PC11. dispose non-recyclable waste appropriately	1	2	-	-
PC12. deposit recyclable and reusable material at identified location	1	2	-	-
PC13. follow processes specified for disposal of hazardous waste	1	2	-	-
NOS Total	13	26	-	-

National Occupational Standards (NOS) Parameters

NOS Code	SGJ/N1702
NOS Name	Optimize resource utilization at workplace
Sector	Green Jobs
Sub-Sector	Other Green Jobs
Occupation	Resource Optimization
NSQF Level	3
Credits	TBD
Version	1.0
Last Reviewed Date	25/11/2021
Next Review Date	25/11/2024
NSQC Clearance Date	25/11/2021

Assessment Guidelines and Assessment Weightage

Assessment Guidelines

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criterion.
6. To pass the Qualification Pack, every trainee should score a minimum of 70% of aggregate marks to successfully clear the assessment.
7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

Minimum Aggregate Passing % at QP Level : 70

(Please note: Every Trainee should score a minimum aggregate passing percentage as specified above, to successfully clear the Qualification Pack assessment.)

Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
FIC/N9301.Prepare recipe formulation and guidelines for product development	30	50	-	20	100	30
FIC/N9302.Perform tasks for product development	30	50	-	20	100	30
FIC/N9904.Ensure food safety at the workplace	30	70	-	-	100	10
FIC/N9903.Ensure workplace health and safety	30	70	-	-	100	10
FIC/N9902.Work effectively in an organisation	22	39	-	-	61	10
SGJ/N1702.Optimize resource utilization at workplace	13	26	-	-	39	10
Total	155	305	-	40	500	100

Acronyms

NOS	National Occupational Standard(s)
NSQF	National Skills Qualifications Framework
QP	Qualifications Pack
TVET	Technical and Vocational Education and Training
FSSAI	Food Safety and Standards Authority of India
SOP	Standard Operating Procedures
MPL	Maximum Permitted Limit
TPC	Total Phenolic Content

Glossary

Sector	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Occupation	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria (PC)	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
National Occupational Standards (NOS)	NOS are occupational standards which apply uniquely in the Indian context.
Qualifications Pack (QP)	QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
Unit Code	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
Unit Title	Unit title gives a clear overall statement about what the incumbent should be able to do.
Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
Scope	Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required.
Knowledge and Understanding (KU)	Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.

Organisational Context	<p>Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.</p>
Technical Knowledge	<p>Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.</p>
Core Skills/ Generic Skills (GS)	<p>Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.</p>
Electives	<p>Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.</p>
Options	<p>Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.</p>