

# Model Curriculum

## Plant Biscuit Production Specialist

**SECTOR: FOOD PROCESSING**  
**SUB-SECTOR: BREAD AND BAKERY**  
**OCCUPATION: PROCESSING**  
**REF ID: FIC/Q5003, V1.0**  
**NSQF LEVEL: 4**



## Certificate

### CURRICULUM COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by the

FOOD INDUSTRY CAPACITY AND SKILL INITIATIVE (FICSI)

for the

### MODEL CURRICULUM

Complying to National Occupational Standards of  
Job Role/ Qualification Pack: 'Plant Biscuit Production Specialist' QP No. 'FIC/Q5003, NSQF Level 4'

Date of issuance: 04 September, 2018

Valid up to: 30 June, 2019

\* Valid up to the next review date of the Qualification Pack



Authorized Signatory  
(Food Industry Capacity and Skill Initiative)

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# Plant Biscuit Production Specialist

## CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a “Plant Biscuit Production Specialist”, in the “Food Processing” Sector/Industry and aims at building the following key competencies amongst the learner

<b>Program Name</b>	<b>Plant Biscuit Production Specialist</b>		
<b>Qualification Pack Name &amp; Reference ID. ID</b>	FIC/Q5003, v1.0		
<b>Version No.</b>	1.0	<b>Version Update Date</b>	04/09/2018
<b>Pre-requisites to Training</b>	Preferably class12th and 2-3 year experience in a bakery unit		
<b>Training Outcomes</b>	<b>After completing this programme, participants will be able to:</b> <ul style="list-style-type: none"> <li>• Prepare work area and process machineries for production of biscuits</li> <li>• Prepare for production of biscuits</li> <li>• Describe the various processes involved in the manufacturing of biscuits</li> <li>• Document and maintain records related to production of biscuits in plants</li> <li>• Apply safety, hygiene and sanitation practices in the workplace</li> </ul>		

This course encompasses 5 out of 5 National Occupational Standards (NOS) of “Plant Biscuit Production Specialist” Qualification Pack issued by “Food Industry Capacity and Skill Initiative”.

Sr. No.	Module	Key Learning Outcomes	Equipment Required
1	<b>Introduction to Training Program and Overview of Food Processing Industry</b>  <b>Theory Duration</b> (hh:mm) 02:00  <b>Practical Duration</b> (hh:mm) 00:00  <b>Corresponding NOS Code</b> Bridge Module	<ul style="list-style-type: none"> <li>Define food processing</li> <li>List the various sub sectors of food processing industry</li> <li>Define bread and bakery sector</li> <li>List the various units within a biscuit manufacturing plant</li> <li>State the roles and responsibilities of plant biscuit production specialist</li> <li>State the methods of testing the biscuit produced</li> </ul>	
2	<b>Organizational Standards and Norms</b>  <b>Theory Duration</b> (hh:mm) 10:00  <b>Practical Duration</b> (hh:mm) 10:00  <b>Corresponding NOS Code</b> FIC/N5011	<ul style="list-style-type: none"> <li>State the roles and responsibilities of a plant biscuit production specialist</li> <li>State how to conduct yourself at the workplace</li> <li>Apply the personal hygiene and sanitation guidelines in the work place</li> <li>Apply the food safety hygiene standards to follow in a work environment</li> </ul>	Protective Gloves, Head Caps, Aprons, Safety Goggles, Safety Boots, Mouth Masks, Sanitizer, Food Safety Manual
3	<b>Prepare and maintain work area and process machineries for producing biscuits in industrial units</b>  <b>Theory Duration</b> (hh:mm) 10:00  <b>Practical Duration</b> (hh:mm) 20:00	<ul style="list-style-type: none"> <li>State the materials and equipment used in the cleaning and maintenance of the work area</li> <li>State the common detergents and sanitizers used in cleaning work area and machineries</li> <li>State the methods of cleaning and sanitization</li> <li>Perform the process of preparing the work area for scheduled production</li> <li>Describe the functions to be carried out before starting production</li> <li>State the different types of maintenance procedures</li> <li>Conduct minor repairs and faults in process machineries</li> </ul>	Oven, Baking Sheet and Rack, Proof Box, Refrigerator, Commercial Mixer, Wire Whisker, Packaging Machine, Protective Gloves, Head Caps, Aprons, Safety Goggles, Safety Boots, Mouth Masks, Sanitizer, Food Safety Manual

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	<b>Corresponding NOS Code</b> FIC/N5009	<ul style="list-style-type: none"> <li>Prepare the machines and tools required for production</li> </ul>	
4.	<b>Prepare for production of biscuits in industrial units</b>  <b>Theory Duration</b> (hh:mm) 10:00  <b>Practical Duration</b> (hh:mm) 25:00  <b>Corresponding NOS Code</b> FIC/N5010	<ul style="list-style-type: none"> <li>Use basic mathematics for various calculations in day-to-day processes</li> <li>Plan the production schedule as per organizational standards and instructions</li> <li>Organize the raw materials, packaging materials, manpower, equipment and machineries for the scheduled production</li> <li>Identify the raw materials required for production as per production schedule and formation</li> <li>State the methods for storing raw materials for later use</li> <li>Plan the production sequence to maximize capacity, utilization of resources, manpower and machinery</li> <li>Calculate batch size and prioritize urgent orders based on the production schedule and machine capacity</li> <li>Inspect the conformance of raw material quality to company standards</li> <li>Organize quality raw material as per production process and company standards</li> <li>Check the raw material quality and grade</li> <li>Prepare the raw material for production</li> </ul>	Oven, Baking Sheet and Rack, Proof Box, Refrigerator, Commercial Mixer, Wire Whisker, Packaging Machine, Protective Gloves, Head Caps, Aprons, Safety Goggles, Safety Boots, Mouth Masks, Sanitizer, Food Safety Manual
5.	<b>Produce biscuits in industrial units</b>  <b>Theory Duration</b> (hh:mm) 20:00  <b>Practical Duration</b> (hh:mm) 35:00  <b>Corresponding NOS Code</b>	<ul style="list-style-type: none"> <li>Perform a check if all the machineries are clean and in good working conditions</li> <li>List the different machineries involved in manufacturing of biscuits</li> <li>Collect the various raw material like fat, salt, yeast and flour</li> <li>State the working of machineries involved in the production</li> <li>Demonstrate assembling of all components of machines</li> <li>Perform a pre check on all machineries</li> </ul>	Oven, Baking Sheet and Rack, Proof Box, Refrigerator, Commercial Mixer, Wire Whisker, Packaging Machine, Protective Gloves, Head Caps, Aprons, Safety Goggles, Safety Boots, Mouth Masks, Sanitizer, Food Safety Manual

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	FIC/N5011	<ul style="list-style-type: none"> <li>List the various stages involved in manufacturing of biscuits</li> <li>Set the control parameters during manufacturing of biscuits</li> <li>Demonstrate the monitoring of machineries involved during manufacturing of biscuits</li> <li>Carry out packing of finished product</li> <li>Analyze the quality of finished product</li> <li>Demonstrate cleaning the machineries used with recommended sanitizers following CIP (clean-in-place) procedure</li> <li>Demonstrate cleaning the equipment and tools used using recommended cleaning agents and sanitizers</li> </ul>	
6.	<p><b>Complete documentation and record keeping related to production of biscuits in industrial units</b></p> <p><b>Theory Duration</b> (hh:mm) 13:00</p> <p><b>Practical Duration</b> (hh:mm) 05:00</p> <p><b>Corresponding NOS Code</b> FIC/N5012</p>	<ul style="list-style-type: none"> <li>State the need for documenting and maintaining records of raw materials, processes and finished products</li> <li>State the method of documenting and recording the details of raw material to final finished product</li> <li>Demonstrate the process of documenting records of production plan, process parameters, and finished products</li> </ul>	Food Safety Manual, Log Books.
7.	<p><b>Food Safety, Hygiene and Sanitation for Packaging Food Products</b></p> <p><b>Theory Duration</b> (hh:mm) 15:00</p> <p><b>Practical Duration</b> (hh:mm) 30:00</p>	<ul style="list-style-type: none"> <li>State the importance of safety, hygiene and sanitation in the baking industry</li> <li>Apply the industry standards to maintain a safe and hygiene workplace</li> <li>Apply HACCP principles to eliminate food safety hazards in the process and products</li> <li>Apply safety practices in the work area</li> </ul>	Protective Gloves, Head Caps, Aprons, Safety Goggles, Safety Boots, Mouth Covers, Sanitizer, Food Safety Manual ,Log Books etc.

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	<b>Corresponding NOS Code</b> FIC/N9001		
8.	<b>Professional and Core Skills</b>  <b>Theory Duration</b> (hh:mm) 04:00  <b>Practical Duration</b> (hh:mm) 10:00  <b>Corresponding NOS Code</b> Bridge Module	<ul style="list-style-type: none"> <li>Undertake a self-assessment test to identify personal strengths and weaknesses</li> <li>Plan and schedule the work order and manage time effectively to complete the tasks assigned</li> <li>State the importance of decision making</li> <li>Identify potential problems and make sound and timely decision</li> <li>State the importance of listening</li> </ul>	
9.	<b>IT Skills</b>  <b>Theory Duration</b> (hh:mm) 06:00  <b>Practical Duration</b> (hh:mm) 15:00  <b>Corresponding NOS Code</b> FIC/N5012	<ul style="list-style-type: none"> <li>Identify parts of the computer</li> <li>Use the computer keyboard effectively to type</li> <li>Use ERP effectively to record day-to-day activities</li> <li>Use the word processor effectively</li> <li>Use the spreadsheet application effectively</li> <li>Use the computer to document day-to-day activities</li> </ul>	Computer/Laptop
	<b>Total Duration</b> <b>240:00</b>  <b>Theory Duration</b> <b>90:00</b>  <b>Practical Duration</b> <b>150:00</b>	<b>Unique Equipment Required:</b> Oven, Baking Sheet and Rack, Proof Box, Refrigerator, Commercial Mixer, Wire Whisker, Packaging Machine, Protective Gloves, Head Caps, Aprons, Safety Goggles, Safety Boots, Mouth Masks, Sanitizer, Food Safety Manual , Log Books, Computer/Laptop	

Grand Total Course Duration: **240Hours, 0 Minutes**

Recommend OJT Hours: **90Hours, 0 Minutes**

*(This syllabus/ curriculum has been approved by [SSC: Food Industry Capacity and Skill Initiative](#))*



## Trainer Prerequisites for Job role: “Plant Biscuit Production Specialist” mapped to Qualification Pack: “FIC/Q5003, v1.0”

Sr. No.	Area	Details
1	<b>Description</b>	To deliver accredited training service, mapping to the curriculum detailed above, in accordance with the Qualification Pack “FIC/Q5003, VERSION 1.0”.
2	<b>Personal Attributes</b>	Aptitude for conducting training, and pre/ post work to ensure competent, employable candidates at the end of the training. Strong communication skills, interpersonal skills, ability to work as part of a team; a passion for quality and for developing others; well-organized and focused, eager to learn and keep oneself updated with the latest in the mentioned field
3	<b>Minimum Educational Qualifications</b>	<ul style="list-style-type: none"> <li>• Diploma in Food Tech or Food Engineering with 4 years of hand on experience in a bakery industry or</li> <li>• B.Sc/B.Tech/BE in Food Technology or Food Engineering with 2-3 years of hands on experience in a bakery industry or</li> <li>• M.Sc/M.Tech/ME in Food Technology or Food Engineering with 1-2 years of hands on experience in a bakery industry.</li> </ul>
4a	<b>Domain Certification</b>	Certified for Job Role: “Plant Biscuit Production Specialist” mapped to QP: “FIC/Q5003, VERSION 1.0”. Minimum accepted score as per respective SSC guidelines.
4b	<b>Platform Certification</b>	Recommended that the Trainer is certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “MEP/Q0102”. Minimum accepted score as per respective SSC guidelines.
5	<b>Experience</b>	<ul style="list-style-type: none"> <li>• Diploma in Food Tech or Food Engineering with 4 years of hand on experience in a bakery industry or</li> <li>• B.Sc/B.Tech/BE in Food Technology or Food Engineering with 2-3 years of hands on experience in a bakery industry or</li> <li>• M.Sc/M.Tech/ME in Food Technology or Food Engineering with 1-2 years of hands on experience in a bakery industry.</li> </ul>

## Annexure: Assessment Criteria

<b>CRITERIA FOR ASSESSMENT OF TRAINEES</b>	
<b>Job Role</b>	<b>Plant Biscuit Production Specialist</b>
<b>Qualification Pack</b>	<b>FIC/Q5003, v1.0</b>
<b>Sector Skill Council</b>	<b>Food Processing</b>

### **Guidelines for Assessment**

- 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, as well as the selected elective NOS/set of NOS.
- OR
4. Assessment will be conducted for all compulsory NOS, as well as the selected optional NOS/set of NOS.
  5. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below)
  6. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criteria
  7. To pass the Qualification Pack, every trainee should score a minimum of 70% of aggregate marks to successfully clear the assessment.
  8. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack

Assessable Outcome	Assessment Criteria	Total Mark (600)	Out Of	Marks Allocation	
				Theory	Skills Practical
<b>1. FIC/N5009 (Prepare and maintain work area and machineries for producing biscuits in industrial units)</b>	PC1. Clean and maintain the cleanliness of the work area using approved sanitizers and keep it free from dust, waste, flies and pests	<b>100</b>	25	10	15
	PC2. Ensure that the work area is safe and hygienic for food processing		10	3	7
	PC3. Dispose waste materials as per defined SOP and industry requirements		15	5	10
	PC4. Check the working and performance of all machineries and tools used for production such as oven, slicer, proofer etc.		15	5	10
	PC5. Clean the machineries and tools used with recommended sanitizers following the company specifications and standards		15	5	10
	PC6. Place the necessary tools required for process		5	2	3
	PC7. Attend to the minor repairs/ faults of all machines, if required		15	5	10
			<b>100</b>	<b>35</b>	<b>65</b>
<b>2. FIC/N5010 (Prepare for production of biscuits in industrial units)</b>	PC1. Read and understand the production order from the supervisor	<b>100</b>	5	1	4
	PC2. Check the availability of raw materials and ingredients such as flour, sugar, shortenings, additives, preservatives, etc., packaging materials, working of machineries and availability of manpower		5	2	3
	PC3. Calculate total weight of dough required for order quantity (considering process loss)		5	1	4
	PC4. Plan production sequence by: <ul style="list-style-type: none"> <li>• grouping similar type of products (hard and soft biscuits)</li> <li>• grouping similar type of dough (hard and soft dough)</li> <li>• grouping products that require similar process and process parameters</li> <li>• grouping products that require same processing machineries</li> <li>• planning maximum capacity utilization of machineries</li> <li>• avoiding clean-in-place (CIP) after each type of product</li> <li>• planning efficient utilization of resources/manpower</li> <li>• prioritizing urgent orders</li> </ul>		15	5	10

	PC5. Ensure the working and performance of each equipment required for the process		7	2.5	4.5
	PC6. Calculate the process time for each batch for effective utilization of machineries		7	3	4
	PC7. Plan batch size considering full capacity utilization of machineries		3	1.5	1.5
	PC8. Allot responsibilities/ work to the assistants and helpers		7	2	5
	PC9. Refer to the process chart/ product flow chart/formulation chart for product(s) produced		5	2	3
	PC10. Weigh the raw materials and ingredients required for the batch		5	2	3
	PC11. Check the conformance of raw material quality to organization standards by verifying the quality analysis report from the supplier/ internal lab and by checking the physical parameters like appearance, colour, aroma, texture etc		5	1	4
	PC12. Organize the equipments as per the process requirement		3	1	2
	PC13. Change dies, moulds, etc. and other parts of machineries to prepare for production		10	3	7
	PC14 Start machine and check the working and performance of the machine		5	2	3
	PC15. Make minor adjustments or repairs (if required)		10	5	5
	PC16.Keep the tools accessible to attend repairs/faults in case of breakdown		3	1	2
			<b>100</b>	<b>35</b>	<b>65</b>
<b>3. FIC/N5011 ( Produce biscuits in industrial units)</b>	PC1. Refer to the work order and formulation and organize all the ingredients required for the order	<b>100</b>	2	1	1
	PC2. Check the quality of each ingredient through physical parameters such as appearance, colour, odour, texture, etc. For its conformance to organization standards		2	1	1
	PC3. Weigh and measure all ingredients such as flour, fat, water, sugar, additives, flavours, spices, etc. Required for product/batch and sift the ingredients manually (in manually operated unit)		2	1	1

PC4. Set and control metering devices that weigh, measure, sift, and convey each approved ingredients into the mixing machine for each ingredients such as flour, fat, water, sugar, additives, approved flavours and colours spices etc required for the product (in mechanized unit)	5	2	3
PC5 Check the scale indicators to confirm if specified amount of ingredients have been added	3	1	2
PC6. Mix all the ingredients manually to desired consistency	1	0.5	0.5
PC7. Transfer all the ingredients together or sequentially into the mixer depending on the method followed by the organization	2	0.5	1.5
PC8. Set the mixer speed, time and temperature depending on the mixing processes followed by the organization and start the mixer to mix and knead the ingredients to make hard/ soft dough for biscuits	2	1	1
PC9. Control the mixing time and mixing temperature which are critical for making hard/soft dough for biscuits	2	1	1
PC10. Check the dough consistency periodically until achieving dough of desired consistency	2	1	1
PC11. Ferment the dough if required	5	2	3
PC12. Feed the hard dough into the layering or forming machines or dough feeder as required	3	1	2
PC13. Ensure the correct forming and moulding of the dough	1	0.5	0.5
PC14 Set the controls of each sheeting roller of the laminator machine to produce continuous sheet of hard dough as per specifications and standards (for hard dough)	2	0.5	1.5
PC15. Set the required moulding roller/ cutter/ die	2	0.5	1.5
PC16. Set the controls of rotary cutter machine to cut the sheet of hard dough to desired size, shape and design as per specifications and standards of the organization	5	2	3
PC17 Set the controls of the conveyors to separate the cut hard dough and control scrap return	2	0.5	1.5
PC18 Control operation of the sprinkler	2	0.5	1.5

PC19	Set the controls of rotary cutter machine and start machine to mould soft dough to desired size, shape, weight and thickness as per specifications and standards of the organization (for soft dough)	2	0.5	1.5
PC20	Ensure correct transfer of dough pieces to the oven band	2	0.5	1.5
PC21	Pre-heat the oven and set the oven parameters such as baking temperature and baking time (batch process), load the filled pans /moulds in the oven and bake the dough monitoring oven parameters during baking process	5	2	3
PC22	Set and maintain the speed of the panning conveyor to control the shaped/moulded dough entering the tunnel oven (continuous process)	3	1	2
PC23	Set the oven parameters such as temperature, time, conveyor speed, etc. And monitor the oven parameters during baking process	2	0.5	1.5
PC24	Observe baking of biscuits through the observation window of the tunnel oven	1	0.5	0.5
PC25	Observe quality of baked biscuit coming out of oven through parameters such as color, aroma, texture, etc. To detect over baking /under baking and control oven parameters to achieve finished product of uniform quality	5	2	3
PC26	Clean the work area, machineries, equipment and tools using recommended cleaning agents and sanitizers	3	1	2
PC27	Attend minor repairs/faults of all machines (if any)	5	2	3
PC28	Ensure periodic (daily/weekly/monthly/quarterly/ half yearly/annual) maintenance of all machines and equipment following the SOP or following suppliers instructions/manuals	2	1	1
PC29	Weigh the ingredients such as fat, sugar, chocolate, flavour, etc. Required for preparing the cream/centre filling material for soft dough biscuits	3	1	2
PC30	Transfer the ingredients into the mixer, set and adjust controls and start mixer to mix cream ingredients	3	1	2

	PC31. Transfer cream into the cream feed and set controls of metering devices of cream feed on the sandwiching machine		2	0.5	1.5
	PC32. Set controls of the sandwiching machine to fill measured quantity of cream on soft dough biscuit, position and place another soft dough biscuit over cream filled biscuit, press the biscuits and maintain the thickness of the cream biscuit		2	0.5	1.5
	PC33. Check the quality of the finished products through physical parameters such as colour, size, appearance, texture, aroma, taste etc. And compare against standard		2	0.5	1.5
	PC34. Remove non-conforming products from the conveyor		2	1	1
	PC35. Weigh the ingredients such as fat, sugar, chocolate, flavour, etc. Required for preparing the cream/centre filling material for soft dough biscuits		3	1	2
	PC36. Transfer the ingredients into the mixer, set and adjust controls and start mixer to mix cream ingredients		2	1	1
	PC37. Transfer cream into the cream feed and set controls of metering devices of cream feed on the sandwiching machine		2	0.5	1.5
	PC38. Set controls of the sandwiching machine to fill measured quantity of cream on soft dough biscuit, position and place another soft dough biscuit over cream filled biscuit, press the biscuits and maintain the thickness of the cream biscuit		5	2	3
			<b>100</b>	<b>35</b>	<b>65</b>
<b>4. FIC/N5012: Complete documentation and record keeping related to spice processing</b>	PC1. Record details of all raw materials handled (dough/batter) and document the raw material details such as raw materials handled, condition and weight of the raw material while receiving, after proofing process, before loading in oven etc., as per company standards.	<b>100</b>	10	6	4
	PC2. Maintain record of observations (if any) related to raw materials, packaging materials		5	3	2
	PC3. Verify the documents and track them from finished product to raw materials, in case of quality concerns, and during quality management system audit		5	3	2

	PC4. Document production plan with details such as the product details, production sequence, equipment and machinery details, efficiency and capacity utilization of equipment		15	8	7
	PC5. Document process details such as type of raw material used, process parameters (temperature, time etc. as applicable) for entire process handled in process chart or production log for all products produced		20	13	7
	PC6. Document batch size, raw material used, yield after each stage of process, wastage, energy utilization and final products produced		10	6	4
	PC7. Maintain record of observations (if any) or deviations related to process and production		5	3	2
	PC8. Verify documents and track them from finished product to raw material/s		5	3	2
	PC9. Document and maintain records of the types of finished products		5	3	2
	PC10. Document the finished products details such as weight of product, baking time, cooling condition, cooling time, batch number, time of packing, quality parameters (physical parameters), bath number, date of manufacture, date of expiry, other label details etc., as per company standards		10	6	4
	PC11. Maintain record of observations or deviations (if any) related to finished products		5	3	2
	PC12. Verify the documents and track from finished product to raw materials, in case of quality concerns and for quality management system audit		5	3	2
			<b>100</b>	<b>60</b>	<b>40</b>
<b>5. FIC/N9001: Food Safety, hygiene and sanitation for processing food products</b>	PC1. Comply with food safety and hygiene procedures followed in the organization	<b>100</b>	5	2	3
	PC2. Ensure personal hygiene by use of gloves, masks, hair net, ear plugs, boots etc.		6	1	5
	PC3. Ensure hygienic production of food by inspecting raw materials, ingredients, finished products etc for compliance to physical, chemical and microbiological procedures		5	2	3
	PC4. Pack products in appropriate packaging material, label and store		10	4	6



	them in designated area free from pests, flies etc.			
	PC5. Clean, maintain and monitor food processing equipments periodically, using it only for the specified purpose	5	2	3
	PC6. Use safety equipment such as fire extinguisher, eye wash unit, first aid kit when required	10	4	6
	PC7. Follow housekeeping practices by having designated area for machines/tools	5	2	3
	PC8. Follow industry standards like GMP, HACCP and product recall	10	4	6
	PC9. Attend training on hazard management to understand type of physical, chemical and microbiological hazards	5	1	4
	PC10. Identify, document and report problems such as rodents and pests to management	5	1	4
	PC11. Conduct workplace checklist audit before and after work to ensure safety and hygiene	5	1	4
	PC12. Document and maintain raw material, process, packaging material to maintain the effectiveness of quality system	4	1	3
	PC13. Determine the quality of food using criteria such as odor, color, taste and best before date and take immediate measures to prevent spoilage	5	2	3
	PC14. Store raw materials, finished products and allergens separately to prevent cross contamination	5	2	3
	PC15. Label raw materials and finished products and store them in different storage areas according to safe food practices	5	2	3
	PC 16. Follow stock rotation based on FEFO/FIFO	10	4	6
		<b>100</b>	<b>35</b>	<b>65</b>