

Rajasthan Skill & Livelihoods Development Corporation

1. Module Name	Craftsman-Namkeen & Savouries
2. Sector	Indian Sweets, Snacks & Food
3. Entry Qualification	Minimum 5 th Pass
4. Minimum Age (in years)	15
5. Duration	114 days/ 684 hrs.
6. Provision of Tool kit	No
7. Terminal Competency	<p>After completion of the course the trainee will be able to:</p> <ul style="list-style-type: none"> • recall basics of Hygiene along with Hand washing Procedure; • recall importance of food safety; • recall basic functions of equipments and handle them; • recall basics of cooking and assist in cooking; • identify and/ or familiarize with Raw Materials; • familiarize with food production (eatables) area; • perform simple routine operations at sweets production unit; • recall and assist in basics of Processing; • recall and assist in basics of Packaging & Presentation; • handle raw materials and products in a safe and hygienic manner; • handle the various equipments used in Namkeen & Savouries production; • prepare Namkeen & Savouries like Bhujia, Fried Dals, Mixtures, Wafers & Potato Sticks; • do wastage management and undertake up keeping of work place; • handle the product, people & equipments; • prepare all varieties of Namkeens & Savouries with good speed; • check the quality of Namkeens & Savouries; • resolve any technical problem during production process; • supervise the assistant craftsman; and • innovate new products/ new varieties;

	Approx. hrs.
8. Registration, Inauguration, introduction and objectives of the course	2

9. Course content			
Practical competencies	Approx. hrs.	Underpinning Knowledge (Theory)	Approx. hrs.
GENERAL Safety Precautions <ul style="list-style-type: none"> • Observe safe working procedures and the necessary precautions. 	30	<ul style="list-style-type: none"> • Importance of food safety. • Importance of safe handling of cutting and grinding equipments; diesel/ gas furnaces; steam kettles etc. 	18

<ul style="list-style-type: none"> Observe safety procedures of handling steam; diesel; gas; electrical; cutting and grinding equipments. Practice good housekeeping. Basics of First Aid. <p>Hand washing and Sanitation</p> <ul style="list-style-type: none"> Procedure for hand washing and sanitation. Sanitation of equipments and workplace (before and after work) 		<ul style="list-style-type: none"> Protective clothing and equipments; First aid for burns (steam/ oil/ electrical); minor cuts; foreign body in eye etc. Basic of Hygiene. Personal hygiene. Importance of hand washing and sanitation in ensuring food safety quality along with health of workers too. 	
<p>Professional ethics</p> <ul style="list-style-type: none"> Positive attitude & Learning etiquettes. Obedience and communication skills. 	20	<ul style="list-style-type: none"> Desirable qualities of good human relationship. Importance of Time & Communication Skills. 	12
<p>APPLICATION PRINCIPLES and PROCESSING</p> <ul style="list-style-type: none"> Basics of Plant Layout & Working. Basics of Material Handling. Basic Method of cooking various food items. Basics of Plant Sanitation during preparation of various food items. Basics of Hygienic handling of raw milk, its products and recommended practices. Basics of Food Ingredients of various eatables. Basics of Food Safety. Basics of processing of various food items. 	120	<ul style="list-style-type: none"> Identification of the Layout. Identification of various raw material used in sweets making. Steam, Oil, Fryer, Kadhai Traditional. Understanding of Plant Sanitation. Understanding of Milk Handling. Milk & Milk Products. Sugar based products. Fruit & Vegetable and their products. Plant products - Dry Fruits - Species & Pulses. Knowledge of Food Safety. Basic understanding of Food Law. Tools & Equipment 	40
<p>PACKAGING</p> <ul style="list-style-type: none"> Basics of Packaging & Presentation 	20	<ul style="list-style-type: none"> Knowledge of Packaging material. 	6
<p>SHELF LIFE</p> <ul style="list-style-type: none"> Basic Concept of shelf life & its Importance. Quality - General Testing of Raw Material Physical. 	20	<ul style="list-style-type: none"> Importance of shelf life of various sweets. 	12
<p>GENERAL Safety Precautions</p> <ul style="list-style-type: none"> Practice in safe working procedures and observe the necessary precautions. Observe safety procedures when handling steam; diesel; gas; electrical; cutting and 	24	<ul style="list-style-type: none"> Importance of food safety. Importance of safe handling of cutting and grinding equipments; diesel/ gas furnaces; steam kettles etc. Legislation pertaining to food. Interrelation of 4 Ms (man; material; methods and machines) in ensuring food and workplace safety. 	20

<ul style="list-style-type: none"> grinding equipments. Maintain good housekeeping. Maintain good manufacturing practices as per hazard analysis critical control point. 		<ul style="list-style-type: none"> Protective clothing and equipments. Importance of goods manufacturing practices. First aid for burns (steam/oil/electrical); minor cuts; foreign body in eye etc. General awareness Country Seasons Environment 	
APPLICATION PRINCIPLES and PROCESSING <ul style="list-style-type: none"> Handling of ingredients used in manufacturing of Namkeens & Savouries and processing characteristics. Preparation of Namkeens & Savouries (e.g. wafers; potato sticks; bhujia; mixtures; fried dals etc.) 	150	<ul style="list-style-type: none"> Identification of various raw material used in Namkeen & Savouries making; Importance of quality of various raw material used in Namkeens & Savouries making; Importance of GMP; GHP and HACCP. Ingredients used and their quality for manufacturing Namkeens & Savouries. 	36
PACKAGING <ul style="list-style-type: none"> Concept and types of packaging NORMAL (Canning; Thermoformed trays; preformed pouches; injection molded trays etc.) MAP (Modified Atmosphere Packaging) (Nitrogen flushing/oxygen scavengers etc.) Practice canning and tray packaging (with or without MAP) 	30	<ul style="list-style-type: none"> Importance of Packaging. 	6
SHELFLIFE <ul style="list-style-type: none"> Shelf-life of Namkeens & Savouries. 	20	<ul style="list-style-type: none"> Importance of Shelf life of Namkeens & Savouries. 	6
Food Cost <ul style="list-style-type: none"> Handling of Raw material in order to minimize the wastage. Preparation of Namkeens & Savouries by following 100% recipe procedures. Handling of Finished items in order to minimize the wastage. 100% portion control while serving & packing Namkeens & Savouries. 	30	<ul style="list-style-type: none"> Sources of raw material. General specifications of raw materials. Benefits of products in human life. Basics of Microbiological. Hygiene & sanitation practices in detail. 	12
		Entrepreneurship & Soft Skills and Computer Literacy Module:	0
		<ul style="list-style-type: none"> Entrepreneurship – its necessity and charms of being an entrepreneur. 	1

		• Who is an entrepreneur and characteristics of a successful Entrepreneur?	2
		• How to identify Business opportunities?	2
		• Steps for setting up a small scale venture.	1
		• Institutional support for entrepreneurship (whom to contact for what)	2
		• Government (Central/ State) Schemes and assistance from Banks/ other financial institutions - Procedures and formalities for getting loan.	2
		• How to prepare Business plan?	2
		• Financial literacy-Costing, Pricing, Profitability and Break Even Analysis.	2
		• Cash management in small enterprises.	2
		• Accounting and Book Keeping	2
		• Introduction to Taxation	1
		• Shop and Establishment Act and its provisions.	1
		• Creativity, Problem solving & decision making.	1
		• Common mistakes generally made by entrepreneurs.	1
		• Interaction with successful entrepreneur and success stories.	2
		• Communication and Negotiation skills.	1
		• Interpersonal skills	1
		• How to Deal with customer attitude – Effective selling.	1
		• Marketing – Basic concepts/ Skills and effective mode of advertising.	1
		• Introduction to e-commerce.	2
Computer Fundamentals Customize the Desktop Environment e.g. Desktop, Start Menu, and Taskbar etc. Configuring & Migrating Files, Folders & Settings - Folder Views, Accessibility Settings	2	Computer Fundamentals, MS-Office & Internet introduction to Computers History of Computers Components of Hardware Peripherals	1
MS Word Creating, Organizing & Formatting Content Collaborating – Merge, Insert,	4	Concept of Operating System – Windows XP, Exploring & Configuring the Windows XP Desktop Environment- Customize the Desktop, Start Menu,	1

View, Edit, Track Mode etc. Formatting & Managing Documents		and Taskbar etc. Configuring & Migrating Files, Folders	
MS Excel Creating, Analyzing & Formatting Data & Content Collaborating - Insert, View, Edit etc. Managing Workbooks	3	Settings - Folder Views, Accessibility Settings Features of Windows XP Understanding concepts of Word processing using MS-Word Understanding concepts of Electronic spreadsheet and various types of entries in it	1
MS PowerPoint Creating & Formatting Content Collaborating - Track, Edit, Add, Delete Comments, Merge Managing & Delivering Presentations	3		
Internet Concepts Opening websites and downloading data Writing, reading and sending emails	4	Understanding concepts of URL Creating and Opening an E-mail account. Receiving and sending emails Searching information on Internet.	1
Approx. Total Practical hours	480	Approx. Total Theory hours	202
		Grand Total (2+480+202)	684

10. Tools, Equipments and Material for a batch of 30 trainees		
S.No.	Item	Quantity
1	Diesel/PNG Bhatti	3
2	Steam jacketed kettle	1
3	<i>Karahi</i>	3
4	Jhara	3
5	Palta	3
6	Pata	3
7	Belan	3
8	Knives	6
9	Dal grinder	3
10	Sieves	3
11	Patila	3
12	Dry fruit cutter/slicer	3
13	Working tables	6
14	Tadu (Musti)	1
15	Teflon	1
16	Electronic weighing balance	1
17	Measuring Jar	3
18	Grinder	3
19	Milk Chiller	1
20	Milk Boiler	1
21	Dabbu	3
22	Khapcha	3
23	Wooden Phatta	6

24	Pressure Cooker	3
25	Frying Pan	3
26	Steel Laddles	6
27	Wooden Laddles	6
28	Extuder	1
29	Masala Drum	1
30	Pizza Oven	1
31	Fryer	1
32	Hydro	1
33	Potato Peeler	3
34	Dipping cabinet	1
35	Tongs	3
36	Filling Machine	3
37	Sealing Machine	3
38	Bain Marie	1
39	Tarona	1
40	Dough Mixer	1
41	Dal washing Machine	1
42	Raw materials	As required

Note: In case any particular tool/equipment has appeared more than once in the tool and equipment list given above, please ignore the same.

S.No.	Item	Quantity	S.No.	Item	Quantity
	Hardware			Software:	
1	Computers/Laptops	10 (one for three trainee)	6	Microsoft Windows 7/8/10 or UNIX/ LINUX or latest software	For all Systems
2	Power backup	For all Systems	7	Microsoft Office 2007/ 2010/ 2013 or latest software	For all Systems
3	Inkjet/Laser Printer (Network/USB Printer)	1	8	Antivirus Software (TVD/ Norton/ Quick Heal Total Security/ Kaspersky/ Any Popular brand)	For all Systems
4	Speaker	1	9	Internet Connection	For all Systems
5	Spare H/W components	As per requirement			