

Syllabus for the trade

Of

FOOD PRODUCTION GENERAL

(SEMESTER PATTERN)

UNDER

CRAFTSMAN TRAINING SCHEME

Redesigned in: 2014

By

Government of India

CENTRAL STAFF TRAINING AND RESEARCH INSTITUTE

Directorate General of Employment & Training

Ministry of Labour & Employment

EN 81, SECTOR – V, SALT LAKE CITY,

Kolkata – 700 091.

GENERAL INFORMATION

1. **Name of the Trade** : Craftsman Food Production (General)
2. **NCO Code No.** : 5122.20, 5122.30, 5122.90
3. **Duration of Craftsman Training** : One year (2 semesters)
4. **Power Norms** : 4.0 KW
5. **Space Norm** : a) Workshop: 96 Sq. Meter
: b) Class Room:30 Sq. Meter
6. **Entry Qualification** : Passed 10th Class examination
7. **Unit Strength** : 20 Trainees
8. **Instructors/Trainer's Qualification** : a) NTC/NAC in the trade with three years' experience in the relevant field.

OR

- b) Diploma in Hotel Management / Catering Technology with two years' experience in the relevant field.

OR

- c) Degree in Hotel Management / Catering Technology with one year experience in the relevant field

9. **Desirable Qualification:** : Preference will be given to a candidate with Craft Instructor Certificate (CIC).

Note: Out of the two craft instructors at least one must have degree / Diploma in the relevant field

10. **Job Description** : After successful completion of training, the person will be able to: -
 - ✓ Work in many settings such as restaurants, hotels, coffee shops, healthcare resident facilities and hospitals.
 - ✓ Assist head cook and carry out many duties associated with preparing meals.

Syllabus for the Trade Of “Food Production (General)”under CTS Scheme

Duration: Six Months

Semester: First

Semester Code: CFPG: SEM I

Week	Trade Practical	Trade Theory
1	a) Introducing to kitchen. Make them understand various section of kitchen	a) Importance of Kitchen & catering establishment b) Aims & Objective of Cooking c) An orientation programme on the course and related job opportunities by the industry expert and instructor.
2-3	a) Identifications of service equipment	a) Intro to Catering industry / hotel industry b) Career opportunities c) Different types of catering establishments, welfare catering. d) Nonprofit and profit organizations e) Organizational hierarchy of Kitchen Department f) Attributes of Kitchen services personnel g) Duties and responsibilities of Kitchen service personnel.
4	a) Familiarization & understanding the usage of equipment & tools b) Proper usage of kitchen knife and hand tools	a) Knowledge about small, medium and Large equipment b) Formalization of their handling in kitchen.
5	a) First aid for cuts & burns b) Safety practices to be observed in kitchen	a) Safety rules for using different types of knives & other equipment b) Fire hazards, Contents of first aid.
6	a) Basic hygiene practices to be observed in kitchen	a) Personal hygienic & Care of Skin, Hand, Feet, Food handlers hygienic protective clothing. b) Grooming and Etiquettes c) Working area hygiene: - its importance.
7-9	a) Familiarization, identification of commonly used raw material: - <ul style="list-style-type: none"> ➤ Pulses, vegetables & fruits ➤ Continental vegetables, ➤ Spices, condiments & herbs ➤ Meat products etc. 	a) Classification of raw materials, b) Preparation of ingredients, c) Method of mixing foods, d) Effect of heat on various foods, e) Weighing and measures f) Texture of food.
10	a) Basic cuts of vegetables: <ul style="list-style-type: none"> ➤ julienne, ➤ jardinière burnoose dices, ➤ Macedoine, ➤ Paysane, ➤ Mirepoix, ➤ Shredding etc. 	a) Culinary terms b) French word for basic food items.

11-12	<p>a) Demonstration of cooking methods:</p> <ul style="list-style-type: none"> ➤ Boiling-potatoes & rice ➤ Blanching-Tomatoes vegetables ➤ Sautéing-vegetables ➤ Frying-Shallow frying & Deep ➤ Fat frying e.g. fritters, Patties ➤ Steaming-Rice& Pudding ➤ Stewing-Mutton & vegetables ➤ Poaching-Fish & egg ➤ Roasting-Potatoes&!chicken ➤ Grilling-vegetables& fish ➤ Braising-Chicken& vegetables ➤ Baking-Potatoes& vegetables ➤ Microwave-Rice& vegetables 	<p>a) Layout of the Kitchen name different Sections of Kitchen,</p> <p>b) Kitchen organization - Duties & responsibilities of each staff working in a kitchen.</p> <p>c) Methods of cooking with special application of meat, fish, vegetables, Cheese, pulses & egg.</p> <p>d) Conventional & non- Conventional method of cooking,</p> <ul style="list-style-type: none"> ➤ Solar cooking, ➤ Microwave cooking, ➤ Fast food operation, <p>e) Verity of fish, meat & Vegetable.</p> <p>f) Cuts of fish, Meat etc.</p> <p>g) Accompaniments & Garnishes.</p> <p>h) Salads and their classification</p>
13-16	<p>a) Preparation of:</p> <ul style="list-style-type: none"> ➤ Dal Varities-05 ➤ Vegetables-08 ➤ Chutney-05 ➤ Raita-05 ➤ Rice-05 ➤ Bread-05 <p>b) Preparation of different menus</p>	<p>a) Balancing of recipes,</p> <p>b) Standardization of recipes standard yield,</p> <p>c) Maintaining recipe files,</p> <p>d) Menu planning,</p> <p>e) Portion control with brief study of how portions are worked out.</p> <p>f) Invalid cookery,</p> <p>g) Purchasing specification,</p> <p>h) Quality control, indenting & costing</p> <p>i) Rechauffe</p> <p>j) Menu compilation planning</p>
17-20	<p>On the job Training (OJT) (4 weeks)</p> <p><i>Note: - During OJT student have to maintain a log book on daily basis indicating activities performed during the day which shall also be countersigned by the section / department supervisor.</i></p>	
20-22	<p>a) Preparation of:</p> <ul style="list-style-type: none"> ➤ White stock, ➤ Brown stock ➤ Fish stock <p>b) Basic mother Sauce along with 5 derivative of each:</p> <ul style="list-style-type: none"> ➤ Compound butter- 3 Nos. ➤ Soups- 3 Nos. ➤ Purees-02 verities ➤ Cream-03 verities ➤ Chowder-01 variety ➤ International soups- 02 variety ➤ Veloute-02 varies 	<p>a) Description and use of the following:</p> <ul style="list-style-type: none"> ➤ Basic stocks, Aspice & jellies. ➤ Roux blanc Roux blonde, Roux burn. <p>b) Recipes and quantities required to produce 10 liters of stocks white & brown.</p> <p>c) Recipes required to produce one litre of the following:-</p> <ul style="list-style-type: none"> ➤ Béchamel Sauce, ➤ Tomato sauce, ➤ Veloute sauce, ➤ Espagnole sauce, ➤ Hollandaise sauce ➤ Mayonnaise sauces with the necessary precaution to be observed while preparing these with minimum five derivatives. <p>d) Soup:- definition, classification with example in each group,</p>

		<p>e) recipe for one litre consommé ,10 popular consommés with their garnishes.</p> <p>f) Famous national soups of some countries.</p>
23-24	Revision & Evaluation of OJT	
25	Examination.	
26	Holiday	

Note: -

- *At least one industrial visit in every two weeks shall be arranged and the trainees will submit the activities learned there and 10 marks internal assessment will be awarded based on it.*
- *One hour soft skill classes to be arranged on daily basis.*

Duration: Six Months

Semester: Second

Semester Code: FPG: SEM II

Week	Trade Practical	Trade Theory
1-2	<p>a) Breakfast preparation:</p> <ul style="list-style-type: none">➤ Boiled,➤ Omelet,➤ Poached➤ Scrambled etc. <p>b) Egg Cookery including classical preparation.</p>	<p>a) Egg Structure.</p> <p>b) Selection of Quality,</p> <p>c) Various ways of cooking eggs with examples in each</p> <p>d) Method & prevention of blue ring formation</p>
3-6	<p>a) Preparation & cooking:</p> <ul style="list-style-type: none">➤ Vegetables-10 varieties➤ Potatoes-10 varieties	<p>a) Vegetables: -</p> <p>b) Effect of heat on different vegetables in acid / alkaline medium</p> <p>c) Reaction with metal</p> <p>d) Method of cooking different vegetables.</p>
7-8	<p>a) Festive Menu's -05 no. (Based on regional cuisine)</p> <p>b) Ethnic royal Cuisine-05 varieties</p>	<p>a) Larder organization & Lay-Out.</p> <p>b) Larder control maintenance & upkeep of Larder equipment & supplies.</p>
9	<p>a) Simple salads-05 varieties</p> <p>b) Compound salad-10 varieties</p> <p>c) Salad dressing-05 varieties.</p>	<p>a) Classification of <i>Horsd'oeuvre</i> & salads.</p>
10	<p>a) Demonstration of various cuts of fishes</p> <p>b) Preparation of fish dishes:</p> <ul style="list-style-type: none">➤ Snacks – 4 Nos.➤ Indian main preparation – 4 Nos.➤ Continental preparations – 4 Nos.	<p>a) Fish classification, scaling, cleaning & preparation</p> <p>b) Basic cuts and its uses & storage.</p>
11-12	<p>a) Demonstration of cuts:</p> <ul style="list-style-type: none">➤ lamb,➤ Mutton➤ Pork <p>b) Preparation of meat dishes:</p> <ul style="list-style-type: none">➤ Indian - 4 Nos.➤ Continental - 4 Nos.,➤ Snacks - 4 Nos., <p>c) Pork dishes:</p> <ul style="list-style-type: none">➤ Indian-2Nos.,➤ Continental -2 Nos.	<p>a) Butchery-cut: of beef, Lamb, mutton & Pork, its uses and weight.</p>
13-14	<p>a) Demonstration of cuts of chicken.</p> <p>b) Chicken preparations:</p> <ul style="list-style-type: none">➤ Indian – 5 Nos.➤ Continental – 5 Nos. <p>c) Game bird preparation- 2 Nos.</p>	<p>a) Poultry & Game –</p> <p>b) Poultry: - classification.</p> <p>c) Preparation, dressing & cuts with its uses.</p> <p>d) Classification of game birds</p> <p>e) Preparation and cuts with its uses.</p>

15	a) Preparation of: <ul style="list-style-type: none"> ➤ Sandwiches-8 varieties ➤ Canopes-10 varieties 	a) Assembling of: <ul style="list-style-type: none"> ➤ Cold buffets, ➤ Sandwiches ➤ Canapés b) Proper storage of leftovers.
16	a) Various type of Bread, Bread rolls & Bread Sticks b) Indian Bread: 6 Varieties	a) Characteristics & types of Leavening / Raising agent b) Theory of bread Making Bread rolls, Bread Slices, Indian Breads
17-20	On the job Training (OJT) (4 weeks) Note: - During OJT student have to maintain a log book on daily basis indicating activities performed during the day which shall also be countersigned by section / department supervisor.	
21-22	a) Preparation of: <ul style="list-style-type: none"> ➤ Pastries ➤ Jam tort, ➤ Lemon Tort, ➤ Swiss roll, ➤ Vegetables patties, ➤ chocolate Éclairs & Cakes 	a) Pastry, b) Recipes of <ul style="list-style-type: none"> ➤ short crust pastry, ➤ Puff Pastry, Flaky Pastry, ➤ Choux Pastry, ➤ Danish pastry and their derivatives. c) Kitchen stewarding & upkeep of equipment & its role
23-24	a) Farinaceous dishes: <ul style="list-style-type: none"> ➤ Spaghetti-3 varieties ➤ Marconi-03 varieties b) Chinese: <ul style="list-style-type: none"> ➤ Soups-4 Nos. ➤ Noodle& rice-4 Nos. ➤ Meat dishes- 2 Nos. ➤ Vegetables- 2 No. 	a) Prevailing food standards in India, b) Food adulteration as a public health hazard, c) Sample tests in the detection of common food d) HACCP/ISO22001
25	Revision	
26	Examination	

Note: -

- At least one industrial visit in every two weeks shall be arranged and the trainees will submit the activities learned there and 10 marks internal assessment will be awarded based on it.
- One hour soft skill class to be arranged on daily basis.

Trade: Food Production (General)

List of Tools & Equipment Tool Kit for 20 Trainees + 1 Instructor

No.	Name Of the item	Quantity
1.	Working tables (Steel) (3 boys working on a table)	05 Nos.
2.	Chopping Boards (Wooden/Plastic)	10 Nos.
3.	L.P. Gas Cooking Range (+Oven & Griller)	02 Nos.
4.	Cooking Range (High)	01 No.
5.	Dry Store Shelf	04 Nos.
6.	Refrigerator-365 Ltr. And' 65 Ltr.	2 One each size
7.	Gas Tandoor and Skewer	01 No.
8.	Grinder Machine	01 No.
9.	Blender/Mixer	01 No.
10.	Dough or batter Maker	01 Nos.
11.	Mixer	01 No.
12.	Weighing Machine	01 No.
13.	Locked lockers	02 Nos.
14.	Frying Pan-Non-Stick/Medium/Small/Large	8-3/2/1/2
15.	Kadai-Large/Small	2-2 /3
16.	Heavy Bottom Pan Small/Big	5-3 and 2
17.	Aluminum Degchi-15Ltr./12 Ltr.	2 One each size
18.	Tawa- General/Large	3-2 and 1
19.	Wok (Chinese Kadai)	02 Nos.
20.	Roiling Pin and Rolling Base	02 Nos.
21.	Cooker-1 Ltr. / 2 Ltr.,	2-One each size
22.	Mandolin Grater	01 No.
23.	Wooden Spatula	10 Nos.
24.	Strainers-Conical/Strainers)	7-3 and 4
25.	Perforated Spoon	5 Nos.
26.	Steel Bowls-Small/Medium/Big	20 each size
27.	Steel Slicer	20 Nos.
28.	Steel Basin	05 Nos.
29.	Steel Cnddle	20 Nos.
30.	Collander	05 Nos.
31.	Baking Try	05 Nos.
32.	Holder(Togs/bowl)	05 Nos.
33.	Server	05 Nos.
34.	34- Saucepan	05 Nos.
35.	Plastic Trays-Big/Small	6-3 each size
36.	Pie Dish	6 Nos.
37.	Steel & Plastic Mugs	3 Each
38.	Steel Plates	20 Nos.
39.	Steel Spoons	20 Nos.
40.	Baloon Whisk	05 Nos.
41.	Measuring Jars	03 Nos.
42.	Containers (For keeping dry items)	40 Nos.
43.	Serving dish	05 Nos.
44.	Wash Basins	04 Nos.
45.	Grinding Stove	02 Nos.
46.	Grinding Container (Iron)	02 Nos.

47.	Bread Moulds	05 Nos.
48.	Coconut Grater	02 Nos.
49.	Baking	As Per Requirement
50.	Black Board	01 No.
51.	Trainer's Table	01 No.
52.	Dustbins	05 Nos.
53.	Proper Electric & Gas Connections	01 No.
54.	Chart denoting the Do's' and Don'ts Kitchen	01 No.