QUALIFICATION FILE

Internal Auditor-Food Processing

☒ **Short Term Training (STT)** ☐ **Long Term Training (LTT)** ☐ **Apprenticeship**

☒ **Upskilling** ☐ **Dual/Flexi Qualification** ☐ **For ToT** ☐ **For ToA**

☒**General** ☐ **Multi-skill (MS)** ☐ **Cross Sectoral (CS)** ☐ **Future Skills** ☐ **OEM**

NCrF/NSQF Level: 6

Submitted By:

Food Industry Capacity and Skill Initiative (FICSI)

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Phone: 9711260230

Table of Contents

Section 1: Basic Details

1.	Qualification Name	Internal Auditor-Food Processing	
2.	Sector/s	Food Processing	
3.	Type of Qualification: ☒ New ☐ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing/previous qualification: NA *(change to previous, once approved)*	Qualification Name of existing/previous version:
4.	a. OEM Name b. Qualification Name *(Wherever applicable)*	NA Internal Auditor-Food Processing	
5.	National Qualification Register (NQR) Code & Version *(Will be issued after NSQC approval)*		6. NCrF/NSQF Level: 6
7.	Award (Certificate/Diploma/Advance Diploma/ Any Other) *(Wherever applicable specify multiple entry/exits also & provide details in annexure)*	Certificate	
8.	Brief Description of the Qualification	This qualification reflects the role of individuals who apply specialist knowledge and skills in food safety for auditing purposes. They conduct a range of audits in different environments to monitor food quality and safety according to relevant legislation, including food standards.	
9.	Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience: b. **Age:** 21 years	

Table within row 9:

S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)
1	Completed 3-year UG degree program after 12	1-year relevant experience
2	Pursuing 4th year UG (in case of 4-year UG with honours/ honours with research)	
3	12th grade pass	4 years relevant experience
4	Previous relevant Qualification of NSQF Level 5.5	1.5 years of relevant experience
5	Previous relevant Qualification of NSQF Level 5	3 years relevant experience

10.	Credits Assigned to this Qualification, Subject to Assessment *(as per National Credit Framework (NCrF))*	20		11. Common Cost Norm Category (I/II/III) *(wherever applicable)*: **I**

12.	Any Licensing requirements for Undertaking Training on This Qualification *(wherever applicable)*	NA

13.	Training Duration by Modes of Training Delivery *(Specify **Total Duration** as per selected training delivery modes and as per requirement of the qualification)*	☐Offline ☐Online ☒Blended

Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)
Classroom (offline)	186	294	120		600:00
Online					

(Refer Blended Learning Annexure for details)

14.	Aligned to NCO/ISCO Code/s *(if no code is available mention the same)*	NCO-2015/1213.0102
15.	Progression path after attaining the qualification *(Please show Professional and Academic progression)*	Food Regulatory Affair Manager
16.	Other Indian languages in which the Qualification & Model Curriculum are being submitted	NA
17.	Is similar Qualification(s) available on NQR-if yes, justification for this qualification	☐ Yes ☒ No URLs of similar Qualifications:
18.	Is the Job Role Amenable to Persons with Disability	☐ Yes ☒ No **If "Yes", specify applicable type of Disability:**
19.	How Participation of Women will be Encouraged	No gender sensitization
20.	Are Greening/ Environment Sustainability Aspects Covered *(Specify the NOS/Module which covers it)*	☒ Yes ☐ No
21.	Is Qualification Suitable to be Offered in Schools/Colleges	Schools ☒ Yes ☐ No Colleges ☒ Yes ☐ No
22.	Name and Contact Details of Submitting / Awarding Body SPOC *(In case of CS or MS, provide details of both Lead AB & Supporting ABs)*	**Name:** Mr. Sunil K Marwah **Email:** ceo@ficsi.in **Contact No.:** 9711260230 **Website:** https://www.ficsi.in/

23.	**Final Approval Date by NSQC:** 17/11/2022	24. **Validity Duration:** 3 Years	25. **Next Review Date:** 16/11/2025

Section 2: Module Summary

NOS/s of Qualifications

(In exceptional cases these could be described as components)

Mandatory NOS/s:

Specify the training duration and assessment criteria at NOS/ Module level. For further details refer curriculum document.

***Th**.-Theory **Pr.**-Practical **OJT**-On the Job **Man.**-Mandatory Training **Rec.**-Recommended **Proj.**-Project*

S. No	NOS/Module Name	NOS/Module Code & Version *(if applicable)*	Core/ Non-Core	NCrF/NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) *(if applicable)*
1.	Identify, evaluate, and control food safety hazards	FIC/N7625 (NOS Version No.: 1.0)	Core	6	4	30	60	30		120	30	50		20	100	45
2.	Conduct food safety audits	FIC/N7626 (NOS Version No.: 1.0)	Core	5	13	120	180	90		390	45	75		30	150	50
3.	Employability Skills (60 hours)	DGT/VSQ/N0102	Non-core	5	3	36	54			90	20	30			50	5
Duration (in Hours) / Total Marks					**20**	**186**	**294**	**120**		**600**	**125**	**225**		**50**	**400**	**65**

Assessment - Minimum Qualifying Percentage

*Please specify **any one** of the following:*

Minimum Pass Percentage – Aggregate at qualification level: __70__ % *(Every Trainee should score specified minimum aggregate passing percentage at qualification level to successfully clear the assessment.)*

Minimum Pass Percentage – NOS/Module-wise70 ___ % *(Every Trainee should score specified minimum passing percentage in each mandatory and selected elective NOS/Module to successfully clear the assessment.)*

Section 3: Training Related

1.	**Trainer's Qualification and experience in the relevant sector (in years)** *(as per NCVET guidelines)*	B.Sc or graduate/B.Tech/BE in Food technology or food engineering or Food Science or Dairy Science with 3 years industry and 1 year training experience in food processing industry Or

		M.Sc/M.Tech/ME in Food technology or food engineering or Food Science or Dairy Science with 2 years industry and 1 year training experience in food processing industry
2.	**Master Trainer's Qualification and experience in the relevant sector (in years)** *(as per NCVET guidelines)*	M.Sc/M.Tech/ME in Food technology or food engineering or Food Science or Dairy Science with 5 years industry and 2 years training experience in food processing industry
3.	**Tools and Equipment Required for Training**	☒Yes ☐No *(If "Yes", details to be provided in Annexure)*
4.	**In Case of Revised Qualification, Details of Any Upskilling Required for Trainer**	

Section 4: Assessment Related

	Assessor's Qualification and experience in relevant sector (in years) *(as per NCVET guidelines)*	B.Sc or graduate/B.Tech/BE in Food technology or food engineering with 3 years of industry and 2 years of training experience in the food processing industry Or M.Sc/M.Tech/ME in Food technology or food engineering with 2 years of industry and 1 year of training experience in the food processing industry
	Proctor's Qualification and experience in relevant sector (in years) *(as per NCVET guidelines)*	NA
	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) *(as per NCVET guidelines)*	B.Sc or graduate/B.Tech/BE in Food technology or food engineering with 8 years of industry and 2 years of training experience in the food processing industry Or M.Sc/M.Tech/ME in Food technology or food engineering with 7 years of industry and 1 year of training experience in the food processing industry
	Assessment Mode *(Specify the assessment mode)*	Blended (only theory)
	Tools and Equipment Required for Assessment	☒ Same as for training ☐ Yes ☐ No *(details to be provided in Annexure-if it is different for Assessment)*

Section 5: Evidence of the need for the Qualification
Provide Annexure/Supporting documents name.

1.	**Latest Skill Gap Study (not older than 2 years) (Yes/No):** In process
2.	**Latest Market Research Reports or any other source (not older than 2 years) (Yes/No):**

3.	**Government /Industry initiatives/ requirement (Yes/No):** Yes
4.	**Number of Industry validation provided:** 30
5.	**Estimated nos. of persons to be trained and employed:**
6.	**Evidence of Concurrence/Consultation with Line Ministry/State Departments:** *Yes*

Section 6: Annexure & Supporting Documents Check List
Specify Annexure Name / Supporting document file name

1.	**Annexure:** NCrF/NSQF level justification based on NCrF level/NSQF descriptors *(Mandatory)*	*Attached*
2.	**Annexure:** List of tools and equipment relevant for qualification *(Mandatory, except in case of online course)*	*Attached*
3.	**Annexure:** Detailed Assessment Criteria *(Mandatory)*	*Attached*
4.	**Annexure:** Assessment Strategy *(Mandatory)*	*Attached*
5.	**Annexure:** Blended Learning *(Mandatory, in case selected Mode of delivery is "Blended Learning")*	*Filled*
6.	**Annexure:** Multiple Entry-Exit Details *(Mandatory, in case qualification has multiple Entry-Exit)*	*NA*
7.	**Annexure:** Acronym and Glossary *(Optional)*	
8.	**Supporting Document:** Model Curriculum *(Mandatory – Public view)*	*Attached*
9.	**Supporting Document:** Career Progression *(Mandatory - Public view)*	*Attached*
10.	**Supporting Document:** Occupational Map *(Mandatory)*	*Attached*
11.	**Supporting Document:** Assessment SOP *(Mandatory)*	*Attached*
12.	**Any other document you wish to submit:**	

Annexure: Evidence of Level

NCrF/NSQF Level Descriptors	Key requirements of the job role/ outcome of the qualification	How the job role/ outcomes relate to the NCrF/NSQF level descriptor	NCrF/NSQF Level
Professional Theoretical Knowledge/Process	The individual on the job is responsible for identify and design new packaging for food products.	The individual on the job is responsible for own work and learning.	6
Professional and Technical Skills/ Expertise/ Professional Knowledge	The individual on the job needs to have factual knowledge of: ● Various tasks to identify and evaluate food safety hazards. ● Ways to control food safety hazards. ● Various tasks to conduct food safety audits. ● Ways to audit reports. ● Various tasks to compile audit results • Ways to prepare reports.	Factual knowledge of food processing activities which can be performed at workplace	6
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	Recall and demonstrate practical skill to routine and repetitive applications: ● Identify, evaluate, and control food safety hazards ● Conduct food safety audits ● Prepare audit reports	Recall and demonstrate practical skill, routine and repetitive in wide range of application, using appropriate rule and tool, using quality concepts.	6
Broad Learning Outcomes/Core Skill	The user individual on the job needs to have written and oral communication skills like: ● To read basic reports. ● Read and interpret symbols given on • equipment and work area.	Language to communicate written or oral, with required clarity, skill to basic arithmetic and algebraic principles, basic understanding of social political and natural environment.	6
Responsibility	The individual on the job needs to know their own responsibility of conducting internal audit of food products	The individual on the job is responsible for own work and fully responsible for other's work and learning.	6

Annexure: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment

Batch Size: 30

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
1	Safety gloves		30
2	Face mask		30
3	Safety shoes		30
4	Safety hat		30
5	Apron		30
6	Food samples,		
7	Sample standard operating procedure,.		
8	equipment		

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Whiteboard
2. Projector
3. Computer/Laptop
4. Chairs
5. Tables
6. Whiteboard marker

Annexure: Industry Validations Summary

Provide the summary information of all the industry validations in table. This is not required for OEM qualifications.

S. No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID	LinkedIn Profile *(if available)*
1							
2							

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30.						

Annexure: Training & Employment Details

Training and Employment Projections:

Year	Total Candidates		Women		People with Disability	
	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities
2024						

2025												
2026												

Data to be provided year-wise for next 3 years

Training, Assessment, Certification, and Placement Data for previous versions of qualifications:

Qualification Version	Year	Total Candidates				Women				People with Disability			
		Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed

Applicable for revised qualifications only, data to be provided year-wise for past 3 years.

List Schemes in which the previous version of Qualification was implemented:

PC1.
PC2.

Content availability for previous versions of qualifications:

☐ Participant Handbook   ☐ Facilitator Guide ☐ Digital Content   ☐ Qualification Handbook ☐ Any Other:

Languages in which Content is available:

Annexure: Blended Learning

Blended Learning Estimated Ratio & Recommended Tools:

Refer NCVET "Guidelines for Blended Learning for Vocational Education, Training & Skilling" available on:

S. No.	Select the Components of the Qualification	List Recommended Tools – for all Selected Components	Offline : Online Ratio
1	☒ Theory/ Lectures - Imparting theoretical and conceptual knowledge	• Books/ e-books • Presentations • Reference Material • Audio / Video Modules	40 : 60
2	☒ Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners	• Self-Learning Videos • Broadcasts • Mobile Learning • Curated Digital content	40 : 60
3	☒Showing Practical Demonstrations to the learners	• Video Content • E-Resource library • AR/ VR/ XR	40 : 60
4	☒ Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training	• Training tools (tools list attached) • Video Play • Presentations	40 : 60
5	☒Tutorials/ Assignments/ Drill/ Practice	• Online Question Bank • Mobile Quick test app • MCQ based tests	40 : 60
6	☒ Proctored Monitoring/ Assessment/ Evaluation/ Examinations	• Assessment engine for Essays • Up-loadable file examinations • Mock test sessions	40 : 60
7	☒On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training	• Online tests • Offline assessments	40 : 60

Annexure: Detailed Assessment Criteria
Detailed assessment criteria for each NOS/Module are as follows:

NOS/Module Name	Assessment Criteria for Performance Criteria/Learning Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
FIC/N7625: Identify, evaluate, and control food safety hazards	*Identify food safety hazards in a food business*	15	23	-	9
	PC1. perform primary research by reviewing the customer complaints, food recall/mock recall			-	-
	PC2. database and the previous non-conformance of internal audits, if any			-	-
	PC3. research industry-based journals and technical information available in library or internet			-	-
	PC4. brain storm with HACCP and Internal auditing team on the database reviewed			-	-
	PC5. review & verify the processes, methods, material, machines and previous training held for employees			-	-
	PC6. conduct a risk assessment for all processes, methods, materials and machines to evaluate the types of food safety hazards involved			-	-
	PC7. identify physical, chemical, biological & allergenic food safety hazards that could present a risk in the food at the point of consumption by type, origin and food association				
	Control food safety hazards in a food business	15	27		11
	PC8. establish processing hazards and related control measures and critical limits				
	PC9. validate processing hazards that can be present and related control measures and critical limits on the shop floor				
	PC10. identify monitoring and recording requirements to eliminate or reduce food safety hazards to acceptable levels				
	PC11. determine food storage and handling requirements necessary to eliminate or reduce food safety hazards				
	PC12. establish personal hygiene practices required to eliminate or reduce food safety hazards				
	PC13. establish cleaning and sanitation, housekeeping and pest control practices and procedures required to prevent or reduce food safety hazards				
	PC14. develop other prerequisite programs to eliminate or reduce food safety hazards to acceptable levels				
	Total Marks	30	50	-	20
FIC/N7626: Conduct food safety audits	*Define scope of the audit*	15	10	-	5
	PC1. identify audit scope and define the extent of the audit to meet legislative and audit client requirements				

PC2. ensure audit criteria meet legislative and client requirements				
PC3. ensure the definition and levels of non-conformity				
PC4. identify evidence required to address audit scope and criteria, and select appropriate collection methods				
PC5. review food safety management system documents to determine adequacy for the purposes of the audit				
Plan the audit	6	13		6
PC6. develop an audit plan that includes definitions and levels of non-conformity to meet the audit scope				
PC7. identify activities and responsibilities for the audit				
PC8. identify audit timing, including timetable for each stage of the audit				
PC9. identify resource, personnel and reporting requirements				
PC10. identify follow-up and completion procedures				
PC11. establish communication protocols to facilitate the effective exchange of information and suited to the auditee environment				
Conduct the audit	13	20		7
PC12. communicate information on the audit scope and methodology in an effective and timely manner with all stakeholders				
PC13. follow stages and activities of the audit process				
PC14. review methods used by the food business to carry out preliminary work				
PC15. identify food safety hazards and assess level of risk to confirm that they are appropriate and correctly applied				
PC16. identify non-conformances and perform root cause analysis for each non conformance				
PC17. identify and evaluate evidence or reason for non-conformance				
PC18. evaluate control measures and control limits to determine adequacy and relevance of the system				
PC19. review methods used by the food business to control hazards and determine corrective action where processes are identified as not meeting targets or critical limits to confirm they are adequate, effective and appropriate				
PC20. collect evidence to confirm that the documented food safety policies and procedures are working effectively, reflect actual practice and are consistently applied				
Manage the audit process	6	8		3

	PC21. monitor audit progress against the audit plan, and identify and address any variation to plan				
	PC22. identify and negotiate circumstances requiring the audit plan to be adjusted in a timely manner				
	PC23. ensure audits address audit scope and are conducted within time and resource constraints to meet quality and professional standards				
	PC24. review the audit process to identify opportunities for improvement				
	Confirm and close out corrective actions	4	7		3
	PC25. ensure the corrective actions taken within stipulated timeframe				
	PC26. monitor the implementation of corrective actions				
	PC27. verify the effectiveness of corrective action taken by stakeholder				
	PC28. identify and address any variation to the food safety plan, if required				
	PC29. maintain audit findings and record corrective & preventive actions				
	Prepare and compile audit results	5	9		2
	PC30. compare results of the audit evaluation against audit objectives and criteria plan				
	PC31. analyse audit results				
	PC32. provide objective evidence relating to the need for reduction, elimination and prevention of non-conformance as the basis for the audit report				
	PC33. produce audit report according to specified audit requirements				
	PC34. present audit report to auditee and other stakeholders				
	Monitor and review audit system and activities	6	8		4
	PC35. determine and initiate any corrective action required to deal with non-conformance, in consultation with auditee				
	PC36. provide suggestions for improvements where applicable				
	PC37. ensure timelines are agreed on for completion of corrective action activities				
	PC38. ensure corrective action follow-up procedures are agreed with auditee				
	PC39. evaluate effectiveness and suitability in achieving audit objectives				
	PC40. investigate possible improvements in audit methods, economy and efficiency				
	Total Marks	45	75	-	30
DGT/VSQ/N0102 - **Employability Skills (60 hours)**	*Introduction to Employability Skills*	1	1	-	-
	PC1. understand the significance of employability skills in meeting the current job market requirement and future of work			-	-
	PC2. identify and explore learning and employability relevant portals				
	PC3. research about the different industries, job market trends, latest skills required and the available opportunities			-	-

	Constitutional values – Citizenship	**1**	**1**	-	-
	PC4. recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.				
	PC5. follow environmentally sustainable practices			-	-
	Becoming a Professional in the 21st Century	1	3		
	PC6. recognize the significance of 21st Century Skills for employment			-	-
	PC7. practice the 21st Century Skills such as Self-Awareness, Behaviour Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural			-	-
	awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life				
	PC8. adopt a continuous learning mindset for personal and professional development				
	Basic English Skills	3	4		
	PC9. use basic English for everyday conversation in different contexts, in person and over the telephone				
	PC10. read and understand routine information, notes, instructions, mails, letters etc. written in English				
	PC11. write short messages, notes, letters, e-mails etc. in English			-	-
	Career Development & Goal Setting	**1**	**2**	-	-
	PC12. identify career goals based on the skills, interests, knowledge, and personal attributes			-	-
	PC13. prepare a career development plan with short- and long-term goals			-	-
	Communication Skills	2	2	-	-
	PC14. follow verbal and non-verbal communication etiquette while communicating in professional and public settings			-	-
	PC15. use active listening techniques for effective communication			-	-
	PC16. communicate in writing using appropriate style and format based on formal or informal requirements			-	-
	PC17. work collaboratively with others in a team			-	-
	Diversity & Inclusion	1	1	-	-
	PC18. communicate and behave appropriately with all genders and PwD				
	PC19. escalate any issues related to sexual harassment at workplace according to POSH Act			-	-
	Financial and Legal Literacy	2	3	-	-
	PC20. identify and select reliable institutions for various financial products and services such as bank account, debit and credit cards, loans, insurance etc.			-	-

PC21. carry out offline and online financial transactions, safely and securely, using various methods and check the entries in the passbook				
PC22. identify common components of salary and compute income, expenses, taxes, investments etc			-	-
PC23. identify relevant rights and laws and use legal aids to fight against legal exploitation			-	-
Essential Digital Skills	3	5	-	-
PC24. operate digital devices and use their features and applications securely and safely				
PC25. carry out basic internet operations by connecting to the internet safely and securely, using the mobile data or other available networks through Bluetooth, Wi-Fi, etc.				
PC26. display responsible online behaviour while using various social media platforms			-	-
PC27. create a personal email account, send and process received messages as per requirement			-	-
PC28. carry out basic procedures in documents, spreadsheets and presentations using respective and appropriate applications			-	-
PC29. utilize virtual collaboration tools to work effectively			-	-
Entrepreneurship	2	3	-	-
PC30. identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research			-	-
PC31. develop a business plan and a work model, considering the 4Ps of Marketing Product, Price,Place and Promotion			-	-
PC32. identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity			-	-
Customer Service	1	2		
PC33. identify different types of customers and ways to communicate with them				
PC34. identify and respond to customer requests and needs in a professional manner				
PC35. use appropriate tools to collect customer feedback				
PC36. follow appropriate hygiene and grooming standards				
Getting ready for apprenticeship & Jobs	2	3		
PC37. create a professional Curriculum vitae (Résumé)				
PC38. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively				

	PC39. apply to identified job openings using offline /online methods as per requirement				
	PC40. answer questions politely, with clarity and confidence, during recruitment and selection				
	PC41. identify apprenticeship opportunities and register for it as per guidelines and requirements				
	Total Marks	20	30	-	-

Annexure: Assessment Strategy

This section includes the processes involved in identifying, gathering, and interpreting information to evaluate the Candidate on the required competencies of the program. *Mention the detailed assessment strategy in the provided template.*

Assessment will be based on the concept of Independent Assessors empanelled with Assessment Agencies, identified, selected, trained and certified on Assessment techniques. These assessors would be aligned to assess as per the laid down criteria.

Assessment Agency would conduct assessment only at the training centres of Training Partner or designated testing centers authorized by FICSI.

Ideally, the assessment will be a continuous process comprising of three distinct steps:

A. Mid- term assessment

B. Term / Final Assessment

Each National Occupational Standard (NOS) in the respective QPs will be assigned weightage. Therein each Performance Criteria in the NOS will be assigned marks for theory and / or practical based on relative importance and criticality of function.

This will facilitate preparation of question bank / paper sets for each of the QPs. Each of these papers sets / question bank so created by the Assessment Agency will be validated by the industry subject matter experts through FICSI, especially with regard to the practical test and the defined tolerances, finish, accuracy etc.

The following tools are proposed to be used for final assessment:

i. **Written Test:** This will comprise of
    (i) True / False Statements
    (ii) Multiple Choice Questions
    (iii) Matching Type Questions.
    Online system for this will be preferred.
ii. **Practical Test:** This will comprise a test job to be prepared as per project briefing following appropriate working steps, using necessary tools, equipment and instruments. Through observation it will be possible to ascertain candidate's aptitude, attention to details, quality consciousness etc. The end product will be measured against the pre-decided MCQ filled by the Assessor to gauge the level of his skill achievements.

iii.   **Structured Interview:** This tool will be used to assess the conceptual understanding and the behavioural aspects as regards the job role and the specific task at hand. Assessment will be based on the concept of Independent Assessors empanelled with Assessment

On the Job:

1. Each module will be assessed separately.
2. To complete the OJT, The candidate must score 70% in each module.
3. Tools of Assessment that will be used for assessing whether the candidate has desired skills and etiquette of dealing with customers, understanding needs & requirements, assessing the customer and performing Soft Skills effectively:

   a. Videos of Trainees during OJT

4. Assessment of each Module will ensure that the candidate can:
   a. Effective engagement with the customers
   b. Understand the working of various tools and equipment

Annexure: Acronym and Glossary

Acronym

Acronym	Description
AA	Assessment Agency
AB	Awarding Body
ISCO	International Standard Classification of Occupations
NCO	National Classification of Occupations
NCrF	National Credit Framework
NOS	National Occupational Standard(s)
NQR	National Qualification Register
NSQF	National Skills Qualifications Framework
OJT	On the Job Training

Internal Auditor-Food Processing

Glossary

Term	Description
National Occupational Standards (NOS)	NOS define the measurable performance outcomes required from an individual engaged in a particular task. They list down what an individual performing that task should know and also do.
Qualification	A formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards
Qualification File	A Qualification File is a template designed to capture necessary information of a Qualification from the perspective of NSQF compliance. The Qualification File will be normally submitted by the awarding body for the qualification.
Sector	A grouping of professional activities on the basis of their main economic function, product, service or technology.
Long Term Training	Long-term skilling means any vocational training program undertaken for a year and above. https://ncvet.gov.in/sites/default/files/NCVET.pdf