



सत्यमेव जयते

D.O.No.2-5/FSSAI/T/2009

25th March, 2010

As you are aware, Government of India has enacted Food Safety and Standards Act, 2006 by bringing in various food related laws in the Country under one umbrella bringing in a paradigm shift in the approach to food safety in the country.

The Food Safety and Standards Authority of India(FSSAI) based on the assurances given to Hon'ble Supreme Court of India, has been operationalising various provisions of the FSS Act, 2006 and so far 43 Sections of the FSS Act, which deals with various provisions like creating State Food Safety Commissioners, Designated officers, Adjudicating officers, Food safety Officers, Rules & procedures for Food Safety Tribunals etc have been notified. The remaining provisions are going to be notified shortly. Hence, the food safety personnel across the Country need to equip and enrich themselves about the shift in the shortest possible time, failing which the food safety work would suffer serious setbacks and would nullify the positive changes that are purported to be brought in by the new Act (FSSA). The existing food regulatory staff is focussed on sampling and prosecution and may not be equipped to carry out the much wider range of responsibilities envisaged under the new act. Similarly the food safety regulators including State Food Safety Commissioners, Designated officers, Adjudicating officers and Food safety Officers has to acquire requisite knowledge for enforcement of the provisions of new food law. This requires dedicated national level Capacity building programme for various categories of food regulators in the States which are in the forefront of implementing Prevention of Food Adulteration (PFA) Act, 1954 and involved in granting licenses to various categories of Food Business Operators. This was discussed in detail in the First meeting of Central Advisory Committee (CAC), in which the officials/representatives from your State also participated.

In this backdrop, FSSAI has devised interim induction programmes modules to be taken up as an initial exercise to make existing food safety regulators well acquainted with wide spectrum of regulatory provisions and new concepts developed in various regulatory mechanisms under the FSS Act, 2006. These are programmes for Training of Trainers (ToT) and it is advisable that

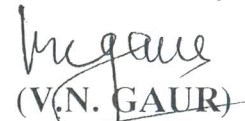
each State/UT nominates appropriate officers for these programmes. The Officials nominated need to have aptitude and flair for training others and should be made available subsequently for Training programmes within your State (and elsewhere, in case FSSAI finds them to be exceptionally suited). This will enable your State to cope up with the changed mandate of the FSS Act, 2006 and would make the migration smoother for various stakeholders in your State.

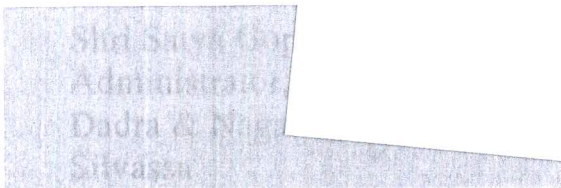
Please find enclosed proposed training schedule. As mentioned in the training schedule respective State/UT need to nominate particular number of the trainers for the training of Food safety Officers and Designated Officers.

It is therefore, requested to nominate appropriate officers for the ToT programmes and inform the details of the same **by 10th April, 2010**. The date and venue of the training programme will be informed in due course after receipt of nominations of the participants.

With regards,

Yours Sincerely


(V.N. GAUR)



भारतीय खाद्य संस्था एवं मानक प्राधिकरण

FOOD SAFETY & STANDARDS AUTHORITY OF INDIA

STATE WISE DATA OF FI (FSO/DO) and PROPOSED TRAINING SCHEDULE

Sl. No	Name of State	No. of Dist.	No. of existing Food Insp.			Designated Officer (Prop)	Trainers proposed for FSO	No. of Training prog (prop) TOT	No of Trainers proposed for DO	No of Training prog for DOs	Adjudicating Off (prop)
			Sanctioned	Food Insp	Working						
North Zone (New Delhi)											
1	Chandigarh (UT)	1	8	5		1	1	1			
2	Delhi	9	32	25		9	4	2			
3	Haryana	21	22	13		21	2	4			
4	Himachal P	12	10	10		12	2	2			
5	Ja & K	15	106	106		15	5	3			
6	Punjab	20	23	23		20	4	4			
7	Rajasthan	32	34	18		32	2	6			
8	Uttaranchal	13	163	47	4	13	2	2			
			398	247		123	22	24			
North Zone (Lucknow)											
1	Uttar Pradesh	70	777	389	130	70	20	14			
			777	389		70	20	14			
West Zone (Mumbai)											
1	Chhattisgarh	18		1		18	1	4			
2	Dadra & Nagar (UT)	1	1	1		1	1	1			
3	Daman & Diu (UT)	2				2		1			
4	GOA	2	12	10		2	1	1			
5	Gujrat	25	84	52	45	25	4	4			
6	Madhya P	50	275	205		50	10	7			
7	Maharashtra	35	265	215	60	35	10	5			
			637	484		133	27	23			

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			Sanctioned	Food Insp Working	Sanita Insp						
South Zone (Chennai)											
1	Andhra Pradesh	23	70	44	125	23	4	3			
2	And & Nico. (UT)	3	18	18		3	1	1			
3	Karnataka	28	218	218	2782	28	10	4	1 Training prog of 17 Trainers		
4	Kerala	14	100	93		14	6	2			
5	Lakshdweep (UT)	1				1		1			
6	Pondicherry (UT)	4	7	3		4	1	1			
7	Tamilnadu	31	208	208		31	10	5			
			621	584		104	32	17			
East Zone (Kolkata)											
1	Arunachal P	16	2	2		16	1	2			
2	Assam	27	46	43		27	6	4			
3	Bihar	38	30	26		38	4	5			
4	Jharkhand	24	4	4	8	24	1	3			
5	Manipur	9	3	3		9	1	1			
6	Meghalaya	7	7	7		7	1	1	1 Training prog of 28 Trainers		
7	Mizoram	8	2	2		8	1	1			
8	Nagaland	11	8	8		11	2	2			
9	Orissa	30	26	12		30	2	4			
10	Sikkim	4				4	1	1			
11	Tripura	4	4	4		4	1	1			
12	West Bengal	18	56	21		18	3	3			
			188	132		196	24	28			
Grand Total			2621	1836		626	125				



D.O.NO. 2-5/FSSAI/T/2009

07, May, 2010

Dear,

As you are aware, Food Safety and Standards Authority of India (FSSAI) based on the assurances given to Hon'ble Supreme Court of India, has been operationalising various provisions of the FSS Act, 2006 and so far 43 sections of the FSS Act, which deal with various provisions like creating State Food Commissioners, Designated Officers, Adjudicating officers, Food safety officers, Rules & procedures for food safety tribunals etc. have been notified. Hence, the food safety personnel across the Country need to equip and enrich themselves about the shift in the shortest possible time, failing which the food safety work would suffer serious setbacks and would nullify the positive changes that are purported to be brought in by the new Act (FSSA).

The food safety regulators including State Food safety Commissioners, Designated officers, Adjudicating officers and Food safety officers have to acquire requisite knowledge for enforcement of the provisions of new food safety law. This was discussed in detail in the first meeting of Central Advisory Committee (CAC).

Subsequently, nominations of appropriate officers were sought for Training of Trainers (ToT) programme devised by FSSAI for Designated officers and Food safety officers. The nominations of the officers may be sent immediately if it is not sent earlier.

Further, FSSAI has devised three days orientation programme for Food safety Commissioners, which will enable them to cope up with the changed mandate of FSS Act, 2006 and would make the transition smoother for various stakeholders in the State.

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It is therefore, requested that the Food Safety Commissioner of your state be nominated for the orientation programme. The details of the same may be sent by 21st May, 2010. The tentative date of training is 7-9 June, 2010 and venue of the programme is FSSAI, FDA Bhavan, New Delhi. (A tentative schedule of programme enclosed)

Regards,

[Handwritten mark]

Yours sincerely

[Handwritten signature]
(V.N.GAUR)

To,
All Chief Secretaries
of States.

SCHEDULE FOR ORIENTATION PROGRAMME OF FOOD SAFETY COMMISSIONERS

Time	Subject	Topics to be covered	Faculties
DAY 1 (7.06.2010)			
10 to 10.20 Welcome, Introduction on purpose of the programme by CP/ CEO, FSSAI			
10.30 to 11.30	FOOD SAFETY & STANDARDS ACT,2006	<ul style="list-style-type: none"> • Salient features of Food Safety & Standards Act, 2006 <ul style="list-style-type: none"> ➤ Major aspects of the act ➤ New provisions • Administration at Central Government level <ul style="list-style-type: none"> • Proposed structure of FSSAI HQ • Administrative set up at the State level and below • Roles and Responsibilities of diff. Food safety Regulators <ul style="list-style-type: none"> ➤ Food Safety Commissioner ➤ Designated Officer ➤ Food safety Officer ➤ Adjudicating Officer ➤ Synergizing Consumers, Industry and Local bodies. 	CEO, FSSAI
11.30 to 12.30	IMPLEMENTATION OF REGULATION – FSS ACT,2006	<ul style="list-style-type: none"> • Licensing and registration <ul style="list-style-type: none"> ➤ Proposed Enforcement structure of Registration & Licensing ➤ Proposed Procedure for Registration/ Licensing of food businesses ➤ Licenses to be granted by Central Licensing Authority ➤ Documents/ Format required for Registration/ Licensing ➤ Fee for grant/ Renewal of Licenses/ Registrations • Inspections and reports <ul style="list-style-type: none"> ➤ Inspection Report Format for New applicant/ Routine Inspection ➤ Inspection Report for F&VP, Meat & Meat processing units, General Food Establishments ➤ Detention/ Seizure Memo • Improvement Notices <ul style="list-style-type: none"> ➤ Regulation as per section 32 of FSS Act, 2006 ➤ Draft format of Improvement Notice • Prohibition orders. <ul style="list-style-type: none"> ➤ Regulation as per FSS Act,2006 ➤ Draft format of Emergency Prohibition Notice/Order ➤ Draft Certification for lifting of the prohibition order 	Satguru Const.
1.00 to 1.45	LUNCH BREAK		
2.00 To 2.45	FOOD PROCESSING & FOOD SAFETY – AN OVERVIEW	<ul style="list-style-type: none"> • Food Processing <ul style="list-style-type: none"> • F&VP, Milk, Meat, Oil, grain milling, tea-Coffee, Spices & condiments processing. • Food processing techniques • Food Preservation Techniques • Food Safety <ul style="list-style-type: none"> ➤ Food Contaminants (Microbial, Chemical, Physical) ➤ Food Adulteration (Common adulterants,) ➤ Food Additives (functional role, safety issues) ➤ Food Packaging & labelling (Packaging types, 	CFTRI

		understanding labelling rules & Regulations, Nutritional labelling, labelling requirements for pre-packaged food as per CODEX)	
3.00 to 3.45	ADVANCES IN FOOD/ FOOD PRODUCTS	<ul style="list-style-type: none"> • Organic food <ul style="list-style-type: none"> ➤ Identifying Organic foods, Advantages, The Organic Certification Process, Organic Food labelling • GM food <ul style="list-style-type: none"> ➤ Why are GM food produced, Main issues of concern for Human Health, How are GM Food regulated Internationally, Regulation in India. ➤ Role of WHO to improve evaluation of GM food ➤ Benefits & Controversies • Irradiated Food <ul style="list-style-type: none"> ➤ How is food Irradiated, Sources of radiation used? ➤ Potential uses of Food Irradiation. ➤ Labelling of Irradiated Food. • Freeze dried food <ul style="list-style-type: none"> ➤ Definition, Principle of Freeze- drying, Process ➤ The Benefits of Freeze- Drying • Functional Foods & Nutraceuticals <ul style="list-style-type: none"> ➤ Functional foods from plant sources, animal sources ➤ Nutraceuticals, dietary supplements, Regulation. 	NIN
4.00 to 4.45	FOOD SAFETY – A GLOBAL PERSPECTIVE	<ul style="list-style-type: none"> • World Trade Organization (WTO) <ul style="list-style-type: none"> ➤ Principles of trading system ➤ The 10 benefits • SPS and TBT <ul style="list-style-type: none"> ➤ The SPS and TBT Agreement ➤ Why do standards matter for trade ➤ Differences between SPS & TBT ➤ WTO agreement on the application of SPS measures. • Food & Agriculture Organization (FAO) <ul style="list-style-type: none"> ➤ FAO in India, Technical Cooperation programmes ➤ Bio-security in Food and Agriculture • World Health Organization (WHO) <ul style="list-style-type: none"> ➤ WHO agenda. ➤ Activities, programmes and projects • World Animal Health Organization (OIE) <ul style="list-style-type: none"> ➤ What is OIE, Objectives, Working • International Plant Protection Convention (IPPC) <ul style="list-style-type: none"> ➤ Functions & Objectives ➤ IPPC and International Trade • Codex Alimentarius Commission (CODEX) <ul style="list-style-type: none"> ➤ Introduction ➤ Standards, codes of practice, guidelines and recommendations ➤ Applying Codex standards ➤ Codex India – Role of Codex Contact point, National Codex contact point (NCCP) ➤ Core functions of NCCP-India ➤ National Codex Committee of India – ToR, Functions, Shadow Committees etc. 	FACULTY
8.30 to 9.30 Dinner hosted by CEO, FSSAI			
DAY 2 (8.06.2010)			
10.00 To 11.00	ADVANCES IN FOOD SAFETY & QUALITY MANAGEMENT	<ul style="list-style-type: none"> • Good Hygienic Practices (GHP) <ul style="list-style-type: none"> ➤ Objectives, Key aspects of Hygiene Control systems etc. 	FACULTY

		<ul style="list-style-type: none"> • Good Manufacturing Practices (GMP) <ul style="list-style-type: none"> ➤ What is GMP, GMP in Food Industry etc. • HACCP <ul style="list-style-type: none"> ➤ HACCP seven principles, HACCP applications • ISO 9001 (Quality Management System) <ul style="list-style-type: none"> ➤ Introduction, Clauses of ISO 9001:2000 ➤ Documentation structure of ISO 9001:2000 • ISO 22000 (Food Safety Management System) <ul style="list-style-type: none"> ➤ Key elements of ISO 22000 ➤ What does ISO 22000 bring to the HACCP Method ➤ Why to use ISO 22000 • Traceability <ul style="list-style-type: none"> ➤ What is Traceability ➤ Rationale & Objectives of Traceability ➤ Recommended steps for application of Traceability • Food Recall <ul style="list-style-type: none"> ➤ What is recall, Purpose of recall ➤ Role of Govt. Agencies ➤ Recall classification ➤ Outline of a successful Recall Process 	
11.30 to 12.30	FOOD LABORATORIES & ANALYSIS OF FOOD	<ul style="list-style-type: none"> • Need for Food analysis • Accreditation of Food Laboratory <ul style="list-style-type: none"> ➤ Criteria's for the Accreditation of FL • Referral labs, <ul style="list-style-type: none"> ➤ Functions, Local area of referral Labs ➤ Notified Laboratories for Imported articles of food • Functions of Food Analyst their coordination, • Hierarchy with the food safety authorities, • Analysis of food samples & reports <ul style="list-style-type: none"> ➤ Form VII Part A (Rule 3.4.4 (2)) ➤ Analysis Report (Rule 3.4.2(4)) ➤ Form VII Part B (Rule 3.5.2(2)) • Other regulatory provisions pertaining to analysis of food <ul style="list-style-type: none"> ➤ Purchasers may have the food analysed ➤ FBO's right to have food analysed ➤ Appeal to the Designated Officer (Rule 3.4.5) 	ADG (PFA)
1.00 to 1.45	LUNCH BREAK		
2.00 TO 5.00	VISIT TO A CENTRAL FOOD LABORATORY, Ghaziabad		
	DAY 3 (9.06.2010)		
10.00 TO 11.00	INSPECTION OF FOOD ESTABLISHMENTS, MANUFACTURING UNITS	<ul style="list-style-type: none"> • Food Regulatory Enforcement & Compliance through Inspection <ul style="list-style-type: none"> ➤ Regulatory Basis for effective quality & safety management system. ➤ Knowledge & Skill requirement for food Inspector ➤ Compliance and enforcement policy. ➤ Caution and Counselling • Inspectional Requirements for Food business Operators. • General Inspection Procedures <ul style="list-style-type: none"> ➤ Food borne disease risk factors at food processing 	DIR (SBD)

		<ul style="list-style-type: none"> units ➤ Inspection of Food business system components ➤ Prerequisite plan ➤ Regulatory action plan ➤ Inspection closing, reporting & documentation Procedural Flow of Inspection of Food processing facility.	
11.30 To 12.30	RISK ANALYSIS AND MANAGEMENT IN FOOD SAFETY	<ul style="list-style-type: none"> • What is risk analysis and risk management <ul style="list-style-type: none"> ➤ Factors involved in risk analysis and steps to carry out risk analysis. ➤ How risk assessment to be carried out at National, State and Lower levels. • What is food surveillance <ul style="list-style-type: none"> ➤ Procedure to carry out food surveillance in jurisdiction to identify potentially hazardous foods. • Steps to be taken for reporting and dealing with food incidents. • Food alerts 	FACULTY
1.00 to 1.45	LUNCH BREAK		
2.00 to 3.00	FOOD SAFETY PLAN	<ul style="list-style-type: none"> • General Parameters for Food Safety Plan for Panchayat and Municipalities • How to prepare food safety plan for Village/ Panchayat/ District <ul style="list-style-type: none"> ➤ Aims and Objectives • Various components of Plan • Allocation of responsibilities and implementation 	IIMB
3.30 to 4.30	OFFENCES IN FOOD, TRIALS (Case Study) AND PROCEDURE TO LAUNCH PROCECUTION.	<ul style="list-style-type: none"> • Common cases found in violation of food regulations. • Case studies and judicial pronouncements, <ul style="list-style-type: none"> ➤ General Rules of legal interpretation. ➤ Interpretation of result reports of food analysts, (misbranded, adulterated) ➤ Testimony of witnesses, arguments, ➤ law points, hunching appeals etc. • Procedure for investigation and filing of cases by food safety Regulator as per FSS act. 	Amarchand & Mangaldas
4.30 to 5.00	Concluding session of Orientation programme by CP/CEO, FSSAI		