Minutes of meeting- 1st Steering Committee for FoSTaC Version 2

Held on 10/01/2020 at FDA Bhawan

Members present in the meeting

Chief Executive Officer of FSSAI, eleven members of the Steering Committee, Executive Director of Regulatory Compliance Division, Director of Training Division and FoSTaC Team attended the meeting. Attendance sheet is enclosed.

Context of the meeting

Status

FSSAI had launched FoSTaC in 2017 for training of food handlers across the country. Till date, FSSAI could conduct almost 10000 training programme and trained almost 2.6 lakh people in two years. A stable ecosystem of training with 200 Training Partners and 2000 trainers is in place. Trainings have been conducted majorly in three sectors - catering, manufacturing and street food vending. Almost 1.11 lakh people are trained in catering sector whereas 40000 street food vendors are trained.

Aim

As the Food Authority is making the requirement of trained food safety supervisor in each business premise mandatory in a phased manner, a large demand for training would be created. To cater that huge demand, FSSAI is planning to make the fostac ecosystem more robust and smooth. In view of above, FSSAI has identified following three points to ponder with

- planned expansion
- measures for sustainability
- ensuring quality

The first meeting of the Steering Committee was held at FDA Bhawan to discuss the challenges and to decide action plans.

Challenges

a. Mobilisation of trainees is a major challenge.

b. Lack of awareness about FoSTaC among State FDAs, FBOs as well as consumer.

c. Lack of optimum utilisations of resources like training partner or trainers.

d. Lack of appropriate mechanism to ensure quality of training and impact analysis.

Action plans

1. Expansion

Multiple strategy to adopt for expansion. At present 2.5 lakh people get trained and per day almost 25-30 training programmes are being organised.
Each batch size is forty on average. To increase the rate of training considerably, around 60 training to be organised per day.

Rate of training can be increased in following manner

- **Through association**—National and State level industry associations have to be mobilised. A letter to be issued to all such associations to undertake awareness camp and to finish training of all members in a time bound manner. NRPs/SRPs will be the link between respective associations for completion of training as a special drive.
- **By academic institution**—AFSTI will be the nodal body to drive special programme with academic institutions. Members of AFSTI chapters will coordinate with academic institutions in respective zone for organising training for FSS and Training Mitra involving students. Thus, AFSTI will have a pool of Training Mitra and will ensure that each Training Mitra will train at least 100 petty food retailer/vendor. AFSTI has to submit action plan of next quarter.
- **Central licensed FBO**—A mandatory order to be issued to all central licensee to complete the training of the food handlers in their own premise as well as of their supply chain.
- **State FDA**—A letter to issue to all state FDA to initiate FoSTaC immediately if not started yet. Teamsof NRP would be created to support FDA in this effort. NRPs will be responsible for holistic capacity building of the State.
- **Convergence with other Government department**—In the first phase, letter to be issued to HRD for mid day meal, WCD for ICDS cook & supplier, Civil supply for PDS system, armed forces, paramilitary staff for their mess & kitchens, DOPT for government canteens and Tourism for hotels and state bawans. FSSAI may select Training providing agencies for this purpose and make them responsible for completion of training. Thus, once the food service establishment under Government departments will be covered, the manufacturing establishment will be covered in the next phase.

2. **Measures for sustainability**

- **Awareness material for FoSTaC**—Teaser video by Dr Prabodh Halde & Ashwin Bhadri, a flyer and detail brochure by FSSAI. Testimonials on training to be collected by steering committee members and to be uploaded on portal for generating traction.
- **Leveraging technology**—FoSTaC portal has to be made user friendly in Version 2. Creation of anFoSTaC App will always make the function smooth. Mr Ashwin Bhadri to share a presentation and concept note on need of the App, services to offer through App etc.
- **Rating system of TP & Trainer**—Performance based rating system to develop. Training Partner’s rating system—There will be a scoring matrix in two areas—Reach of TP and quality feedback with percentage distribution of 60 and 40 respectively. Trainer rating system—There will be a scoring matrix in two areas—Number of training and quality feedback with percentage distribution of 60 and 40 respectively. In addition, weightage will also be accorded for the level of training they are conducting. Specific parameters under each sector to be worked out. A point system for
incentives to be developed with provision for encashment of accumulated points. Detail SOP will be developed for this.

- **Improvement of content & FoSTaC Library** - Content to be developed as per updated Schedule 4. Best practices, case studies with photographs will be shared in FoSTaC library.
- **Restructuring of the course framework** - It is proposed that level of the FoSTaC Courses to be reorganised and certificate’s name also will be changed accordingly such as “food handler”, “food safety supervisor” and “food safety professional”
- **Food safety game & online test for refresher training** - Mr AshwinBhadri to provide the SOP.

3. **Ensuring quality**
   - **Teaching Manual** (course specific blended learning model) and code of conduct for trainer will be introduced for three levels- Basic, Advanced and Special. The Teaching Manuals will contain specific components with respect to teaching skills for example understanding participant, give focus on objective of the session, developing session plan, effective use of training aids & tools, in-depth understanding of subject etc. DrIndraniGhose to share teaching manual
   - **Streamlining Training of Trainers programme** to get good quality resources. SOP for TOT to create for collection of resume, scrutiny, conducting TOT, Trainer registration & mapping on the portal, optimum utilisation of trainers by linking NLRP to the trainer. Ms ChinmayeeDeulgaonkar to share SOP for TOT
   - Similarly, **Assessment Manual** and **Code of Conduct** for Assessor also have to be developed in three levels- AshwinBhadri to share SOP for assessment.
   - **Witness Audit of training programme** - A mechanism to be developed for surprise or random audit of training programme. DrPasupathy to make SOP for witness audit