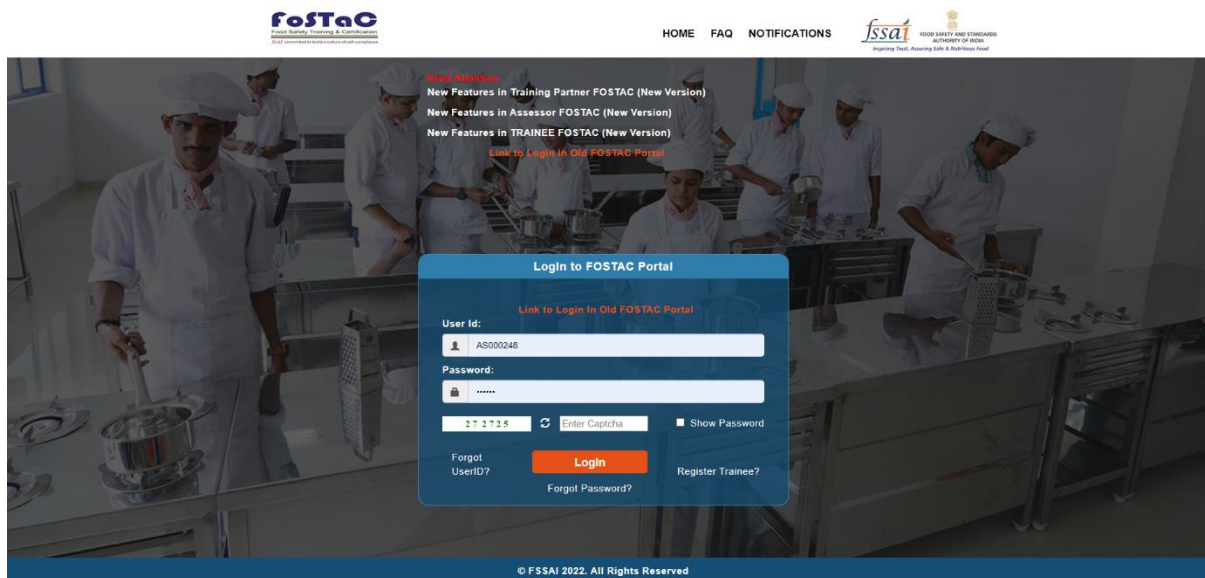




User Manual

foSTaC Version – 2

Trainee





Important Notification

1. Trainees can enroll in the training batches only before the start of the time of the training calendar. After the start of the training, the Trainees would not be able to enroll in the training.

Note: It is advised that all Trainees/ Participants are enrolled one day before the start of the training session. No request for the enrollment of the trainee after the start of the training will be entertained under any circumstances.

2. The Old portal will be working for 6 months along with the New portal. Data before the launch of New portal will be available in the Old portal.

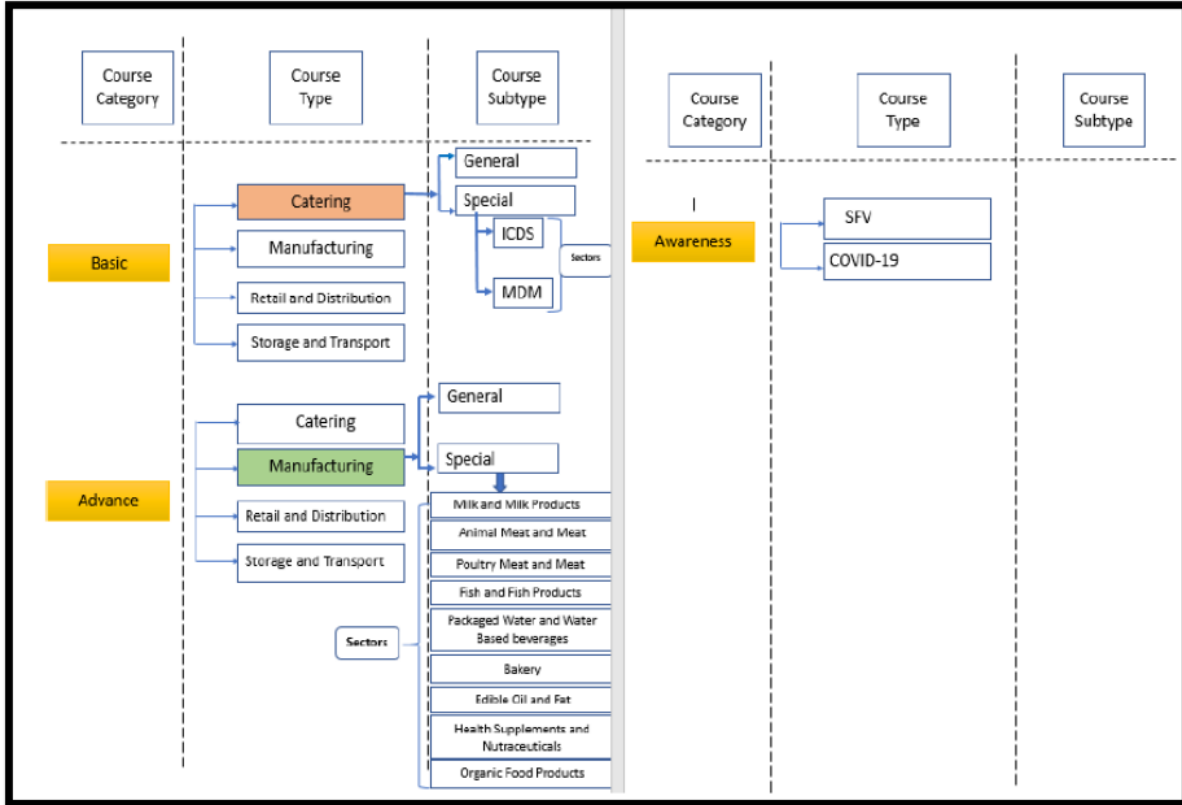
Note: All are requested to download the data from the Old portal for their records as after 6 months Old portal will be discontinued and data cannot be retrieved.

3. Some USERID and PWD can be used for old and new portal. Due to technical issue, some of you may not be able to login under new portal, in that cases please create a new account under new portal.

Note: If assessments are not marked within the 7 days of grace period, the training calendar will be cancelled automatically. Training partner and Assessor will be responsible for any such inconvenience.

4. The Old portal will be working for 6 months along with the New portal. Data before the launch of New portal will be available in the Old portal. *All are requested to download the data from the Old portal for their records as after 6 months Old portal will be discontinued and data can not be retrieved.*

5. Following are the New Categorization of training courses as per below chart



. Training Partners must follow the Fees Matrix as mentioned below

a. Rates for offline courses

S. No.	Course*	Prescribed limit	Participants limit & duration
1	FSS Course for Street food vendors	INR 500-700+ GST per participant	Maximum 50 participants per batch
2	Four Basic courses other than Street food vendors	INR 700-1200+ GST per participant	& duration of each course is of 4 hours.
3	Four Advanced courses	INR 1500-2000+ GST per participant	Maximum 40 participants per batch
4	Nine special course other than Milk and Milk products	INR 2000-2500+ GST per participant	& duration is of 8 hours.
5	Special course on Milk and Milk products	INR 2500-3000+ GST per participant	Maximum 40 participants per batch & duration is of 12 hours.

* All these course includes COVID awareness programme also.



b. Rates for online courses in case of the online training programmes, the course fee shall be 25% lesser than prescribed limit mentioned in above table for each of the courses.

6. Trainee should remember the USERID and PWD and keep a record for future trainings also.

7. Candidates for SFV and Covid awareness courses should be enrolled by TP only.

8. For support please contact email id:
tp.fostac@fssai.gov.in or fostac@fssai.gov.in



1) Click on Dashboard.

The screenshot shows the FOSTAC dashboard for user PRAKASH T (TE518623). The 'Dashboard' menu item is highlighted in red. The 'Important Notification' section contains five numbered points:

1. Trainees can enroll in the training batches only before the start of the time of the training calendar. After the start of the training, the Trainees won't be able to enroll in the training.
Note: It is advised that all Trainees/ Participants are enrolled one day before the start of the training session. No request for the enrollment of the trainee after the start of the training will be entertained under any circumstances.
2. The Old portal will be working for 6 months along with the New portal. Data before the launch of New portal will be available in the Old portal.
Note: All are requested to download the data from the Old portal for their records as after 6 months Old portal will be discontinued and data can't be retrieved.
3. Some USERID and PWD can be used for old and new portal. Due to technical issue, some of you may not be able to login under new portal, in that cases please create a new account under new portal.
Note: If assessments are not marked within the 7 days of grace period, the training calendar will be cancelled automatically. Training partner and Assessor will be responsible for any such inconvenience.
4. The Old portal will be working for 6 months along with the New portal. Data before the launch of New portal will be available in the Old portal. **All are requested to download the data from the Old portal for their records as after 6 months Old portal will be discontinued and data can not be retrieved.**
5. Following are the New Categorization of training courses as per below chart

Below the notifications is a diagram showing the categorization of training courses:

Course Category	Course Type	Course Subtype	Course Category	Course Type	Course Subtype
-----------------	-------------	----------------	-----------------	-------------	----------------

i) After clicking on dashboard, my training page is

O

n

The screenshot shows the 'My Trainings' page on the FOSTAC dashboard. A central orange box contains the following text:

Click here to view details (Before 01/04/2022) of Older FOSTAC website.
Note You need to login in older FOSTAC and then proceed.

Below the text is a button labeled 'Old FOSTAC' with a right-pointing arrow.

At the bottom of the page, the copyright notice reads: © FSSAI 2022. All Rights Reserved

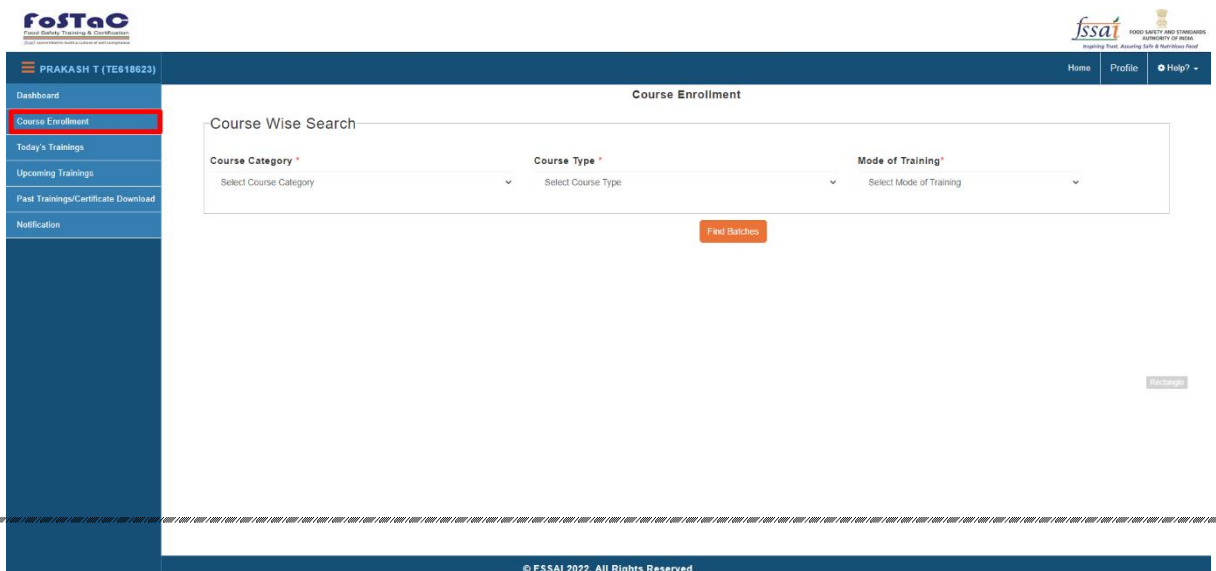


- ii) After opening my Training page, if you click on old FoSTaC, old FoSTaC login page is open.



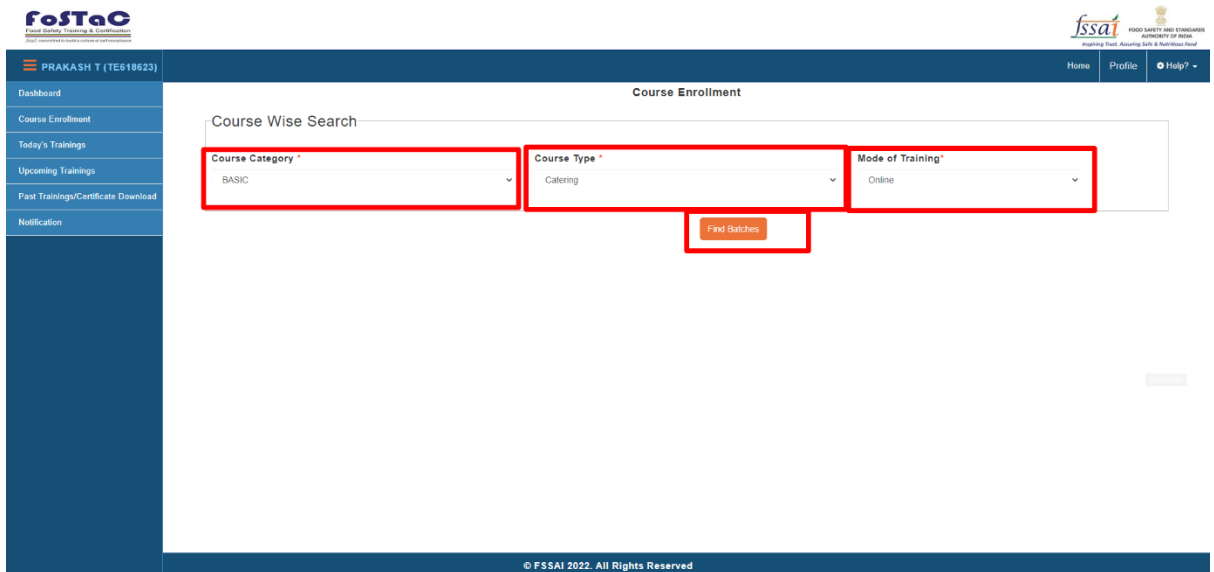
2) How to enroll course?

- i) Click on course enrollment.
- ii) course enrollment will appear on the screen.





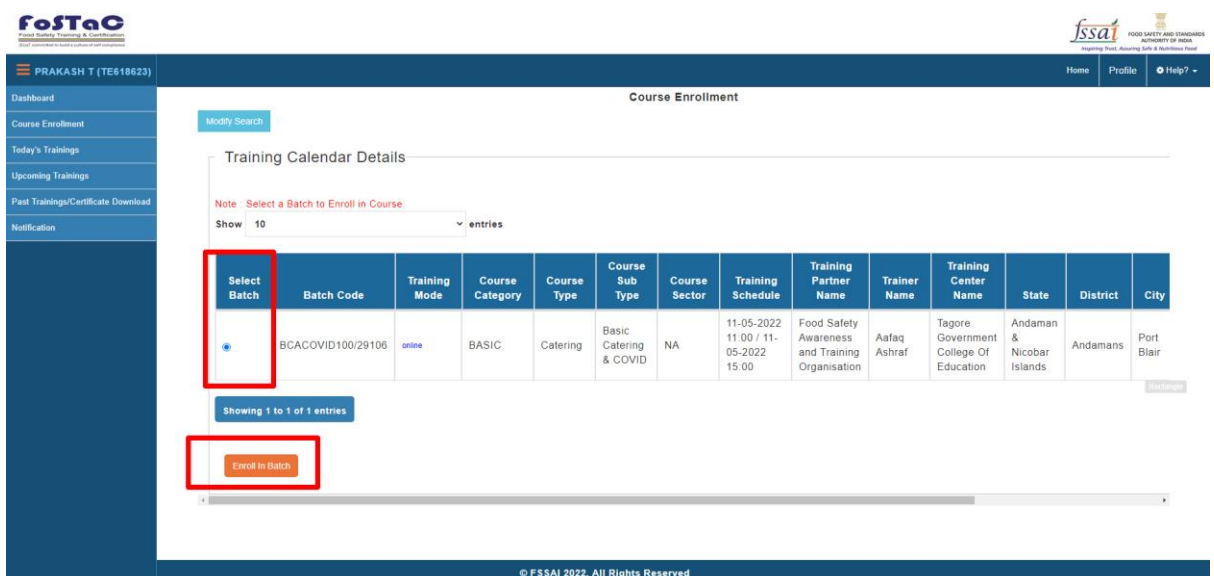
course enrollment, select **Course Category**, **Course Type**, **Mode of Training**, then click on find batch.



iv) After click on find batch, Training calendar details will appear on the screen.

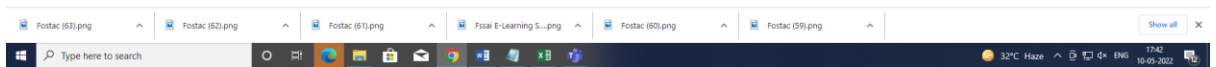
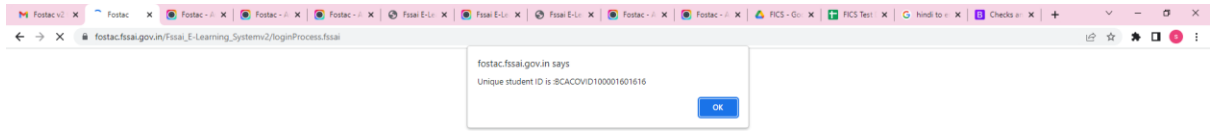
For course enrollment

First of all, radio button has to be clicked in Select Batch. Then clicked on Enroll In Batch.





v) After click on Enroll In Batch button, popup will come for generate Unique student ID.





3) After enroll course, The user wants to see today training course, then click on Today Training.

Today Training page will appear on screen.

Today's Trainings

S. No.	Batch Code	Course Type	Course Subtype	Course Sector	Training Center/Venue	State	District	City	Training Schedule	TP Name	Trainer Name	Training Type	Enroll Status	Admit Card
1	TBCG100/29107	TOT	Basic Catering & COVID-TOT	NA	Tagore Government College Of Education	Andaman & Nicobar Islands	Andamans	Port Blair	11-05-2022 10:00 / 11-05-2022 14:00	FSSAI	Hari Prasad Korupolu	online		

i) Here you can see training detail and download the document by clicking on the admit card

Today's Trainings

S. No.	Batch Code	Course Type	Course Subtype	Course Sector	Training Center/Venue	State	District	City	Training Schedule	TP Name	Trainer Name	Training Type	Enroll Status	Admit Card
1	TBCG100/29107	TOT	Basic Catering & COVID-TOT	NA	Tagore Government College Of Education	Andaman & Nicobar Islands	Andamans	Port Blair	11-05-2022 10:00 / 11-05-2022 14:00	FSSAI	Hari Prasad Korupolu	online		

the row on the admit card.



4) After enroll course, the user wants to see upcoming training course, then click on Upcoming Training.

Today Training page will appear on screen.

i)

The screenshot shows the FSSAI dashboard for user PRAKASH T (TE618623). The 'Upcoming Trainings' menu item is highlighted in red. The main content area displays a table of upcoming trainings with the following data:

SNo.	Batch Code	Course Type	Course Subtype	Course Sector	Training Center/Venue	State	District	City	Training Schedule	TP Name	Trainer Name	Training Type	Enroll Status	Admit Card
1	BCACOV100/29108	BASIC	Basic Catering & COVID	NA	Tagore Government College Of Education	Andaman & Nicobar Islands	Andamans	Port Blair	12-05-2022 11:00 / 12-05-2022 15:00	Food Safety Awareness and Training Organisation	AAKASH VIJAY SACHDEV	offline		

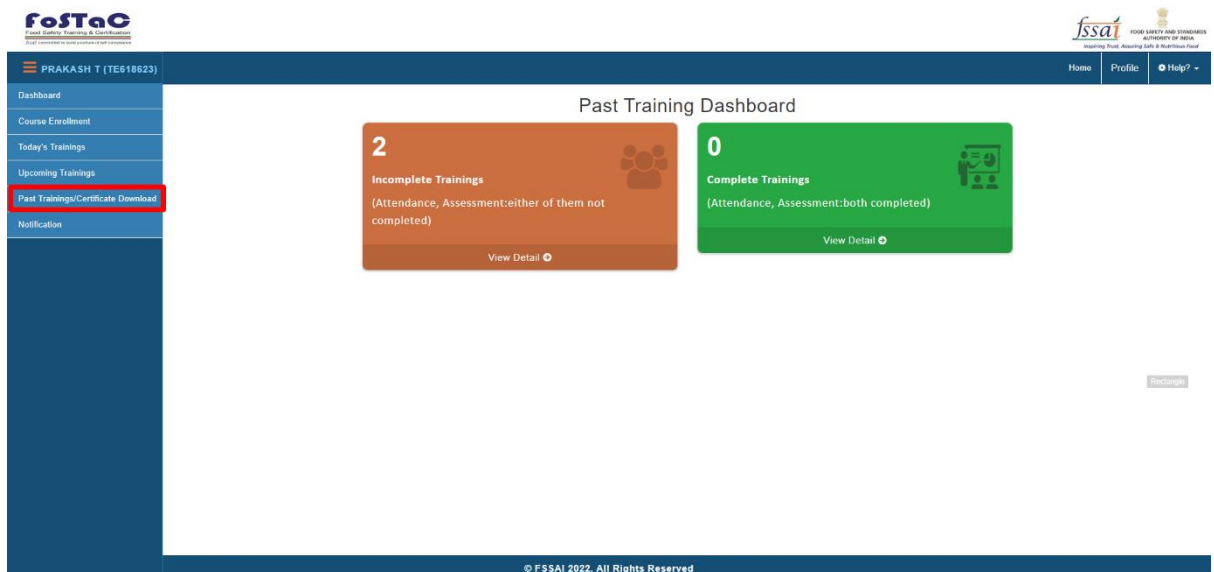
can see training detail and download the document by clicking on the arrow icon in the row on the admit card.

The screenshot shows the FSSAI dashboard for user PRAKASH T (TE618623). The 'Upcoming Trainings' menu item is highlighted in red. The main content area displays a table of upcoming trainings with the following data:

SNo.	Batch Code	Course Type	Course Subtype	Course Sector	Training Center/Venue	State	District	City	Training Schedule	TP Name	Trainer Name	Training Type	Enroll Status	Admit Card
1	BCACOV100/29108	BASIC	Basic Catering & COVID	NA	Tagore Government College Of Education	Andaman & Nicobar Islands	Andamans	Port Blair	12-05-2022 11:00 / 12-05-2022 15:00	Food Safety Awareness and Training Organisation	AAKASH VIJAY SACHDEV	offline		

5) If user want to see past training or download certificate, then click on Past trainings/Certificate download.

i) Past Training Dashboard page will appear on screen.



The screenshot displays the 'Past Training Dashboard' for user PRAKASH T (TE818823). The dashboard features two main cards: an orange card for '2 Incomplete Trainings' and a green card for '0 Complete Trainings'. The 'Past Trainings/Certificate Download' option is highlighted in the left sidebar. The footer indicates '© FSSAI 2022. All Rights Reserved'.

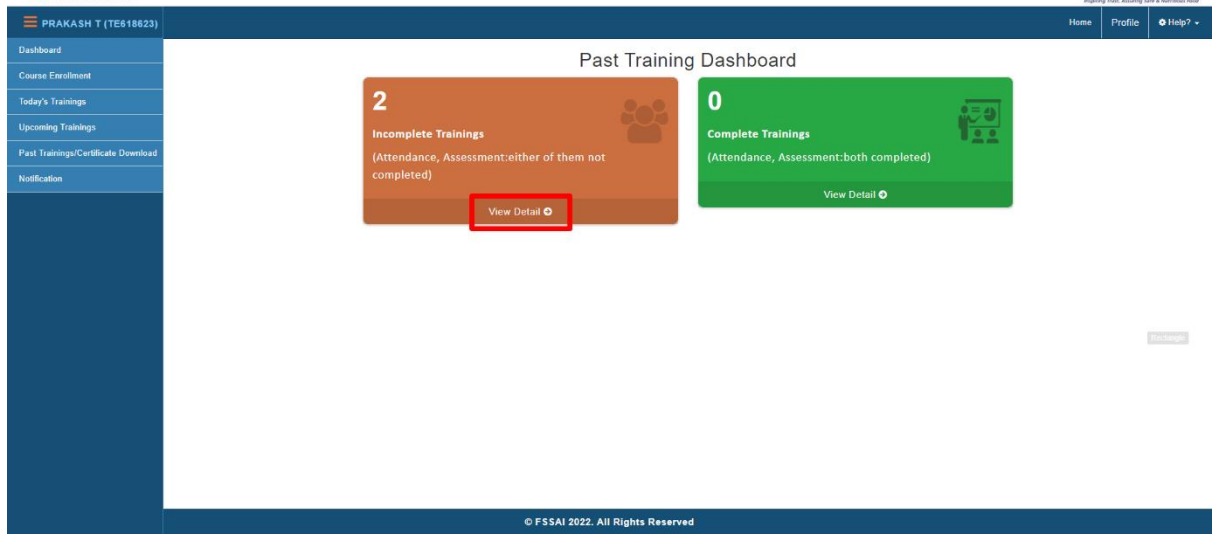
Category	Count	Description	Action
Incomplete Trainings	2	(Attendance, Assessment: either of them not completed)	View Detail
Complete Trainings	0	(Attendance, Assessment: both completed)	View Detail

show is happening here.

a) Incomplete Training

- If the user clicks on the view detail of the incomplete training card.

Past Trainings Incomplete



Past Training Dashboard

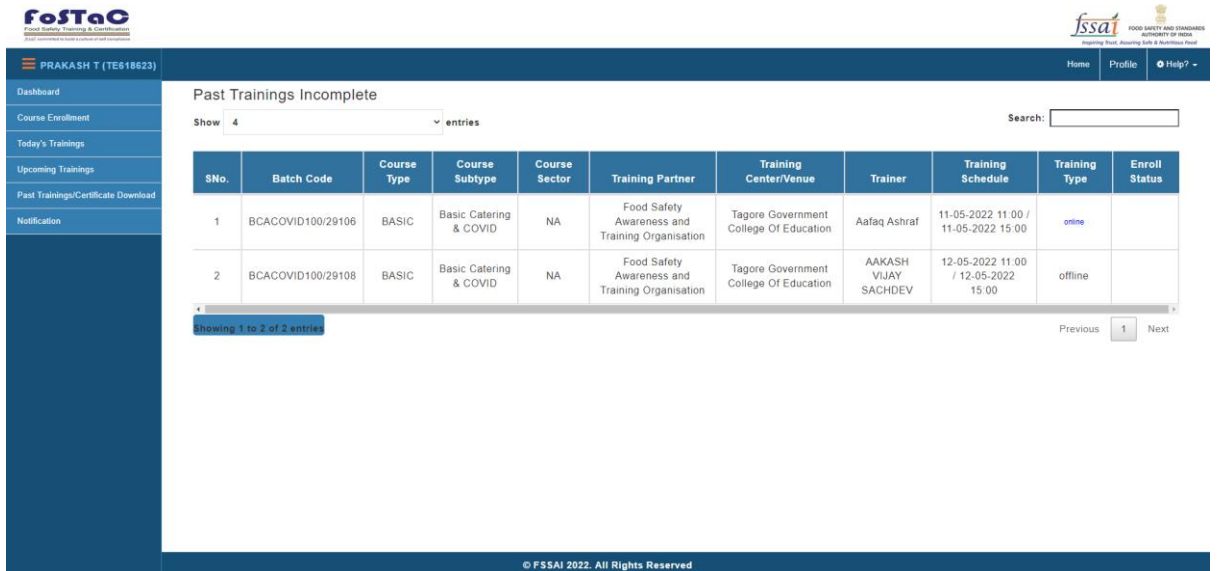
2 Incomplete Trainings
(Attendance, Assessment: either of them not completed)

0 Complete Trainings
(Attendance, Assessment: both completed)

View Detail

© FSSAI 2022. All Rights Reserved

page will appear on screen.



Past Trainings Incomplete

Show 4 entries

SNo.	Batch Code	Course Type	Course Subtype	Course Sector	Training Partner	Training Center/Venue	Trainer	Training Schedule	Training Type	Enroll Status
1	BCACOV100/29106	BASIC	Basic Catering & COVID	NA	Food Safety Awareness and Training Organisation	Tagore Government College Of Education	Aafaq Ashraf	11-05-2022 11 00 / 11-05-2022 15 00	online	
2	BCACOV100/29108	BASIC	Basic Catering & COVID	NA	Food Safety Awareness and Training Organisation	Tagore Government College Of Education	AAKASH VIJAY SACHDEV	12-05-2022 11 00 / 12-05-2022 15 00	offline	

Showing 1 to 2 of 2 entries

Previous 1 Next

© FSSAI 2022. All Rights Reserved

a) Incomplete Training

- If the user clicks on the view detail of the complete training card.

PRAKASH T (TE618623)
Home Profile Help?

Dashboard
Past Training Dashboard

Course Enrollment

2

0

Today's Trainings

foSTaC

PRAKASH VEL K (TE618619)
Home Profile Help?

Dashboard
Past Trainings Completed

Course Enrollment

Today's Trainings

Upcoming Trainings

Past Trainings/Certificate Download

Notification

SNo.	Batch Code	Course Type	Course Subtype	Course Sector	Training Partner	Training Center	Trainer	Training Schedule	Training Type	Result	Certificate
1	BCACOV100/29088	BASIC	Basic Catering & COVID	NA	Food Safety Awareness and Training Organisation	ADS SKILLS PVT LTD - PATNA	Aafaq Ashraf	06-05-2022 12:00 / 06-05-2022 16:00	offline	Pass	
2	SMDMCOV1556/29092	BASIC	Basic Catering & COVID- Special	Mid Day Meal-(MDM)	Food Safety Awareness and Training Organisation	Al-Sameer Exports Pvt. Ltd	TEST TRAINER	09-05-2022 12:00 / 09-05-2022 20:00	offline		

© FSSAI 2022. All Rights Reserved

S

complete page will appear on screen.

- Here you can download the document by clicking on the document icon in the row on certificate.

PRAKASH VEL K (TE618619)
Home Profile Help?

Dashboard
Past Trainings Completed

Course Enrollment

Today's Trainings

Upcoming Trainings

Past Trainings/Certificate Download

Notification

SNo.	Batch Code	Course Type	Course Subtype	Course Sector	Training Partner	Training Center	Trainer	Training Schedule	Training Type	Result	Certificate
1	BCACOV100/29088	BASIC	Basic Catering & COVID	NA	Food Safety Awareness and Training Organisation	ADS SKILLS PVT LTD - PATNA	Aafaq Ashraf	06-05-2022 12:00 / 06-05-2022 16:00	offline	Pass	
2	SMDMCOV1556/29092	BASIC	Basic Catering & COVID- Special	Mid Day Meal-(MDM)	Food Safety Awareness and Training Organisation	Al-Sameer Exports Pvt. Ltd	TEST TRAINER	09-05-2022 12:00 / 09-05-2022 20:00	offline		

© FSSAI 2022. All Rights Reserved



1) Click on Notification.

Notification page is open.

Important Notification

1. Trainees can enroll in the training batches only before the start of the time of the training calendar. After the start of the training, the Trainees won't be able to enroll in the training.
Note: It is advised that all Trainees/ Participants are enrolled one day before the start of the training session. No request for the enrollment of the trainee after the start of the training will be entertained under any circumstances.
2. The Old portal will be working for 6 months along with the New portal. Data before the launch of New portal will be available in the Old portal.
Note: All are requested to download the data from the Old portal for their records as after 6 months Old portal will be discontinued and data can't be retrieved.
3. Some USERID and PWD can be used for old and new portal. Due to technical issue, some of you may not be able to login under new portal, in that cases please create a new account under new portal.
Note: If assessments are not marked within the 7 days of grace period, the training calendar will be cancelled automatically. Training partner and Assessor will be responsible for any such inconvenience.
4. The Old portal will be working for 6 months along with the New portal. Data before the launch of New portal will be available in the Old portal. *All are requested to download the data from the Old portal for their records as after 6 months Old portal will be discontinued and data can not be retrieved.*
5. Following are the New Categorization of training courses as per below chart

Course Category	Course Type	Course Subtype	Course Category	Course Type	Course Subtype
-----------------	-------------	----------------	-----------------	-------------	----------------