

**CENTRE FOR CONTINUAL EDUCATION AND RESEARCH, ENVIROCARE LABS PVT. LTD. (49041P)**

**THEORY AND PRACTICAL COUNSELLING SCHEDULE FOR IGNOU- PGDFSQM JULY2020- online**

Sr. No.	Date	Start Timing	Finish Timing	Course Code	Title	T/P	Block & Unit / Experiment	Counsellor
1	23-Jan-21	11.00 hr	12.00 hr				Introduction , Pedagogy and Preparedness for learners	Swati S, Kavita S , Dr Nilesh
2	06-Feb-21	1100 hr	12.00 hr	MVPI 001	Food Microbiology	Practical	1. Introduction to the Basic Microbiology Laboratory practices. 2. Cleaning and Sterilization process	Kavita G.
		1230 hr	1300 hr	MVP 001	Food Fundamentals & Chemistry	Theory	<b>Block 1</b> Introduction of Food Science (Unit 1 to 4)	Swati S.
		1400 hr	1500 hr	MVP 003	Principles of Food Safety & Quality Management	Theory	<b>Block 1</b> Food Safety and Quality Management Systems (Unit 1 & 2)	Swati S./ Sujata C.
3	07-Feb-21	1600 hr	1700 hr	MVPI 001	Food Microbiology	Theory	<b>Block 1</b> Fundamentals of Food Microbiology (Unit 1 & 2)	Kavita G.
		1100 hr	1200 hr	MVP 002	Food Laws & Standards	Theory	<b>Block 1</b> Indian Food Regulatory Regime (Unit 1 to 4)	Swati S
		1230 hr	1300 hr	MVP 002	Food Laws & Standards	Theory	<b>Block 2</b> Global Scenario (Unit 5 to 7)	Swati S
		1400 hr	1500 hr	MVP 004	Food Safety & Quality Management System	Theory	<b>Block 1</b> Management Systems, Auditing and Accreditation (Unit 1 to 3)	Swati S
		1600 hr	1700 hr	MVP 001	Food Fundamentals & Chemistry	Theory	<b>Block 2</b> Food Chemistry (Unit 5 to 7)	Sujata C
4	13-Feb-21	1100 hr	1200 hr	MVPI 001	Food Microbiology	Practical	3. Cultivation and Sub-culturing of microbes 4. Standard Plate Count	Kavita G.
		1230 hr	1300 hr	MVP 003	Principles of Food Safety & Quality Management	Theory	<b>Block 1</b> Food Safety and Quality Management Systems (Unit 3 & 4)	Sujata C.
		1400 hr	1500 hr	MVPI 001	Food Microbiology	Practical	5. Staining Techniques 6. Direct Microscopic examination of foods	Kavita G.
		1600 hr	1700 hr	MVPI 001	Food Microbiology	Practical	<b>Block 1</b> Fundamentals of Food Microbiology (Unit 3 & 4)	Kavita G
5	14-Feb-21	1100 hr 1230 hr	1200 hr 1300 hr	MVPL 001	Food Safety & Quality Auditing	Practical	<b>1. Development of GHP and GMP plan for a food factory (Module 1)</b>	Swati S
		1400 hr	1500 hr	MVP 001	Food Fundamentals & Chemistry	Theory	<b>Block 2</b> Food Chemistry (Unit 5 to 7)	Sujata C
6	20-Feb-21	1100 hr	1200 hr	MVPI 001	Food Microbiology	Practical	5. Staining Techniques 6. Direct Microscopic examination of foods	Kavita G.
		1230 hr	1300 hr	MVP 001	Food Fundamentals & Chemistry	Theory	<b>Block 2</b> Food Chemistry (Unit 5 to 7)	Sujata C.
		1400 hr	1500 hr					
		1600 hr	1700 hr	MVPI 001	Food Microbiology	Practical	<b>Block 2</b> Analytical Techniques in Microbiology (Unit 5 & 6)	Kavita G
7	21-Feb-21	1100 hr	1200 hr	MVPL 001	Food Safety & Quality Auditing	Practical	3. Development of GHP and GMP plan for a food factory (Module 2) a. Identifying gaps in its implementation and b. Closure plans for identified gaps in a food factory / food outlet.	Swati S
		1230 hr	1300 hr			Practical	4. Development of the process flow for the food establishment including all the inputs, outputs & interim loops	
		1400 hr	1500 hr	MVPL 001	Food Safety & Quality Auditing	Practical	Group disccsion	Swati S
		1600 hr	1700 hr					

8	27-Feb-21	1100 hr	1200 hr	MVPI 001	Food Microbiology	Theory	<b>Block 2</b> Analytical Techniques in Microbiology (Unit 5 & 6)	Kavita G
		1230 hr	1300 hr	MVP 002	Food Laws & Standards	Theory	<b>Block 3</b> Export and Import Laws and Regulations (Unit 8 to 10)	Swati S
		1400 hr	1500 hr	MVP 003	Principles of Food Safety & Quality Management	Theory	<b>Block 2</b> Risk Analysis (Unit 5 to 6)	Swati S
		1600 hr	1700 hr	MVPI 001	Food Microbiology	Practical	7. Enumeration of fungi and yeasts	Kavita G.
9	06-Mar-21	1100 hr	1200 hr	MVPI 001	Food Microbiology	Practical	11. Detection of Coli forms and Indicator Organisms. (1) Most Probable Number	Kavita G.
		1230 hr	1300 hr	MVP 001	Food Fundamentals & Chemistry	Theory	<b>Block 4</b> Food Processing and Preservation (Unit 15 to 17)	Swati S
		1400 hr	1500 hr	MVP 004	Food Safety & Quality Management System	Theory	<b>Block 3</b> ISO 22000:2005 (Unit 8 to 11)	Swati S
		1600 hr	1700 hr	MVP 003	Principles of Food Safety & Quality Management	Theory	<b>Block 3</b> HACCP (Unit 9 to 12)	Swati S
10	07-Mar-21	1100 hr	1200 hr	MVP 004	Food Safety & Quality Management System	Theory	<b>Block 2</b> ISO 9001:2000/2008 (Unit 4 to 7)	Swati S
		1230 hr	1300 hr	MVPL 001	Food Safety & Quality Auditing	Practical	5 & 6 Development of FSMS (Module 1) a. Data Collection and hazard identification (Physical, Chemical and microbiological) b. Hazard Analysis (Usage of FMEA technique for risk assessment)	Swati S
		1400 hr	1500 hr			Practical	7. Development of methodology (decisions tree) as per clause 7.4.4 of ISO 22000 for a food establishment	
		1600 hr	1700 hr	MVP 003	Principles of Food Safety & Quality Management	Theory	<b>Block 2</b> Risk Analysis (Unit 7 to 8)	Swati S
11	13-Mar-21	1100 hr	1200 hr	MVPI 001	Food Microbiology	Practical	9. Assessment of surface sterilization using swab and rinse method	Kavita G.
		1230 hr	1300 hr	MVPL 001	Food Safety & Quality Auditing	Practical	Developing FSMS (Module 4) Traceability system as a tool for, Recall / Withdrawal (ISO 22005: 2007)	Swati S
		1400 hr	1500 hr			Practical	<b>Application of ISO 9001 Model</b> a. Understanding Process approach b. defining quality policy and objective c. Corrections corrective action and preventive action d. Continual improvement	
		1600 hr	1700 hr	MVPI 001	Food Microbiology	Practical	11. Assessment of water by MPN method	Kavita G.

12	14-Mar-21	1100 hr	1200 hr	MVPL 001	Food Safety & Quality Auditing	Practical	14. <b>Food Laws (Module 1):</b> Identification of legal requirements for following food groups product standards: (a) Fruit / vegetables, (b) Dairy, (c) Meat & Meat products (d) Cereal, Pulses and Oilseeds (e) fish and sea foods (f) and ready to eat foods (specific legal requirements)	Swati S
		1230 hr	1300 hr			Practical	15. <b>Food Laws (Module 2):</b> Hygienic requirements for manufacturing premises as per legal requirements. Food Laws (Module 3): Design label for any food product	
		1400 hr	1500 hr	MVPL 001	Food Safety & Quality Auditing	Practical	15. <b>Food Laws (Module 2):</b> Hygienic requirements for manufacturing premises as per legal requirements. Food Laws (Module 3): Design label for any food product	Swati S
13	20-Mar-21	1100 hr	1200 hr	MVPI 001	Food Microbiology	Practical	10. Assessment of air using surface impingement	Kavita G.
		1400 hr	1500 hr	MVPI 001	Food Microbiology	Theory	<b>Block 2</b> Analytical Techniques in Microbiology (Unit 7 & 8)	
		1600 hr	1700 hr	MVPI 001	Food Microbiology	Practical	12. Interpretations of Microbiological Data and its inferences	
14	21-Mar-21	1100 hr	1200 hr	MVPL 001	Food Safety & Quality Auditing	Practical	8 & 9 <b>Development of FSMS (Module 2)</b> (a) Development of OPRP (Operational pre-requisite programme) and development of HACCP Plan (critical limits including rationale for limits), monitoring procedure, correction and corrective measures (b) Managing unsafe product.	Swati S
		1400 hr	1500 hr			Practical	10 <b>Development of FSMS (Module 3)</b> (a) Verification and validation of control measures ( OPRP and HACCP Plan) as per codex guidelines on validation (b) emergency situation, preparedness and response plan (c) communication (external and internal)	Swati S
15	27-Mar-21	1100 hr	1200 hr	MVPI 001	Food Microbiology	Practical	11. Detection of Coli forms and Indicator Organisms. (2) Confirmed and Completed Tests, Membrane Filter Techniques.	Kavita G.
		1230 hr	1300 hr	MVP 003	Principles of Food Safety & Quality Management	Theory	<b>Block 4</b> Other Food Safety Practices (Unit 13 to 14)	Swati S
		1400 hr	1500 hr	MVP 004	Food Safety & Quality Management System	Theory	<b>Block 5</b> Retailer Standards (Unit 16 to 19)	Swati S
		1600 hr	1700 hr	MVPI 001	Food Microbiology	Practical	Queries	Kavita G
16	28-Mar-21	1100 hr	1200 hr	MVP 002	Food Laws & Standards	Theory	<b>Block 4</b> Other Laws and Standards Related to Foods (Unit 13 to 16)	Swati S
		1230 hr	1300 hr	MVPL 001	Food Safety & Quality Auditing	Practical	18. Auditing: Planning (1,2) Module 1.: Role and responsibilities of auditors and lead auditors and Pre-audit information required to plan the audit. Module 2: Preparation of an on-site audit plan that is appropriate to the audit scope (stage 1 and stage 2) (ISO:22003 and 17021)	Swati S
		1400 hr	1500 hr	MVPL 001	Food Safety & Quality Auditing	Theory	17. Understanding ISO 17025 requirements for FSMS and QMS Audits relating to clause 7.6 in ISO 9001 and clause 8.3 in ISO 22000 (Establishing Traceability to National / International standards)	Swati S

17	03-Apr-21	1100 hr	1200 hr	MVPL 001	Food Safety & Quality Auditing	Practical	19. Module 3: Produce an audit checklist including salient Features of ISO 9001 and FSMS	Swati S
		1230 hr	1300 hr	MVPL 001	Food Safety & Quality Auditing	Practical	20. Module 4: Document review as per the case study	
		1400 hr	1500 hr	MVPL 001	Food Safety & Quality Auditing	Practical	21. Module 5: a. conducting the opening meeting and closing meeting (as per ISO : 19011) b. Establishing qualification criteria for auditors and lead auditors 9ISO 17021 & ISO 22003 for a food industry)	
18	04-Apr-21	1100 hr	1200 hr	MVPL 001	Food Safety & Quality Auditing	Practical	22. Module 6: Mock Audit exercises to develop interpersonal skills, information gathering techniques and exercising objectivity in the review of evidence collected.	Swati S
		1400 hr	1500 hr	MVPL 001	Food Safety & Quality Auditing	Practical	23. Module 7: Post Audit Activities a. Report writing, including writing valid, factual and value adding non-conformity report b. Proposals for corrective action and follow up	
19	10-Apr-21	1100 hr	1200 hr	MVPL 001	Food Safety & Quality Auditing	Practical	Visit to nearby Food Establishment (eg: Food joint or food factory)	Swati S
		1100 hr	1200 hr	MVPL 001	Food Safety & Quality Auditing		Interim Review	
		1400 hr	1500 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	1. Calibration of glassware. 2. Preparation of Standard Volumetric Solutions	Sujata C.
20	11-Apr-21	1100 hr	1200 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	3. Moisture in Food products by hot-air oven - drying method 4. Moisture in food products by Dean & stark method	Sujata C.
		1100 hr	1200 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	5. Moisture in food products using Karl Fischer Titration method. 6. Protein Conten in Food products by Kjeldahl method.	
		1400 hr	1500 hr	MVP 001	Food Fundamentals & Chemistry	Theory	<b>Block 2</b> Food Chemistry (Unit 5 to 7)	
		1600 hr	1700 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	7. Crude fat in food products by Soxhlet extraction method 8. Total Fat in Food by Rose Gottlieb method.	
21	17-Apr-21	1100 hr	1200 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	9. Volatile oil in spices 12. Crude fibre in Food Sample	Sujata C
		1400 hr	1500 hr	MVP 001	Food Fundamentals & Chemistry	Theory	<b>Block 2</b> Food Chemistry (Unit 8 to 10)	
		1600 hr	1700 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	10. Starch in cereal grains by acid hydrolysis method. 11. Starch in cereal grains by glucoamylase method.	
22	18-Apr-21	1100 hr	1200 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	13. Total ash content in food products. 14. Acid insoluble ash in food products.	Sujata C
		1400 hr	1500 hr	MVP 001	Food Fundamentals & Chemistry	Theory	<b>Block 3</b> Food Analysis (Unit 11 to 14)	
		1600 hr	1700 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	15. pH of food products by using pH meter	

23	24-Apr-21	1100 hr	1200 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	16. Free fatty acids and acid value in oil and fats. 17. Unsaponifiable matter in oils and fats. 18. Melting point of oils and fats.	Sujata C
		1400 hr	1500 hr	MVP 004	Food Safety & Quality Management System	Theory	<b>Block 4</b> Laboratory Quality Management System (Unit 12 to 15)	
		1600 hr	1700 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	22. Color of oils and fats by Lovibond Tintometer 23. Iodine value in oils and fats	
24	25-Apr-21	1100 hr	1200 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	19. Refractive index of oils & Fats 20. Specific gravity of Oils and fats. 21. Titre value of Oils & fats	Sujata C
		1400 hr	1500 hr	MVP 002	Food Laws & Standards	Theory	<b>Block 3</b> Export and Import Laws and Regulations (Unit 11 to 12)	Swati S
		1600 hr	1700 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	24. Saponification value in oils and fats 25. Acetyl value and hydroxyl value in oils and fats	Sujata C
25	02-May-21	1100 hr	1200 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	26. Allyl Isothiocyanate in Mustard oil	Suajata C
		1400 hr	1500 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	27. Reichert meissl (RM) value and polenske value (PV) in oil and fats. 28. Peroxide value of oils and fats	
		1600 hr	1700 hr	MVPL 001	Food Safety & Quality Auditing		Interim Review	
26	08-May-21	1100 hr	1200 hr			Practical	29. Sodium Chloride content in butter 30. Gluten conten in Wheat flour	Sujata C
		1400 hr	1500 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	31. Sorbic acid in food products 32. Copper, zinc, lead and cadmium in food products by Atomic Absorption Spectroscopy	
27	09-May-21	1100 hr	1200 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	33. Cholesterol content in ghee by GC.	Sujata C
		1400 hr	1500 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	34. Vitamin A content in ghee and vegetable fat by HPLC	
28	15-May-21	1100 hr	1200 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	35. Sensory Evalutation Laboratory 36. Section of sensory panelists	Sujata C
		1400 hr	1500 hr	MVPL 002	Chemical Analysis and Quality Assurance	Practical	37. Sensory evaluation of Food Products - Hedonic Rating Test 38. Judging of milk	
29	16-May-21	1100 hr	1200 hr	MVPL 002	Chemical Analysis and Quality Assurance		Review	Sujata C
		1400 hr	1500 hr				Review	Kavita G
		1600 hr	1700 hr				Review and Conclusion of counselling	Swati S

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NzA1ZmQyNTYtYmYxNy00ZmZkLThmNjltMzJjZTk3OTYxMjk2%40thread.v2/0?context=%7b%22Tid%22%3a%220ce40c26-4d5d-440e-b6c2-0008a77ce990%22%2c%22Oid%22%3a%227ccf89ca-5c46-49ce-82f5-20a8756d3210%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzA1ZmQyNTYtYmYxNy00ZmZkLThmNjltMzJjZTk3OTYxMjk2%40thread.v2/0?context=%7b%22Tid%22%3a%220ce40c26-4d5d-440e-b6c2-0008a77ce990%22%2c%22Oid%22%3a%227ccf89ca-5c46-49ce-82f5-20a8756d3210%22%7d)