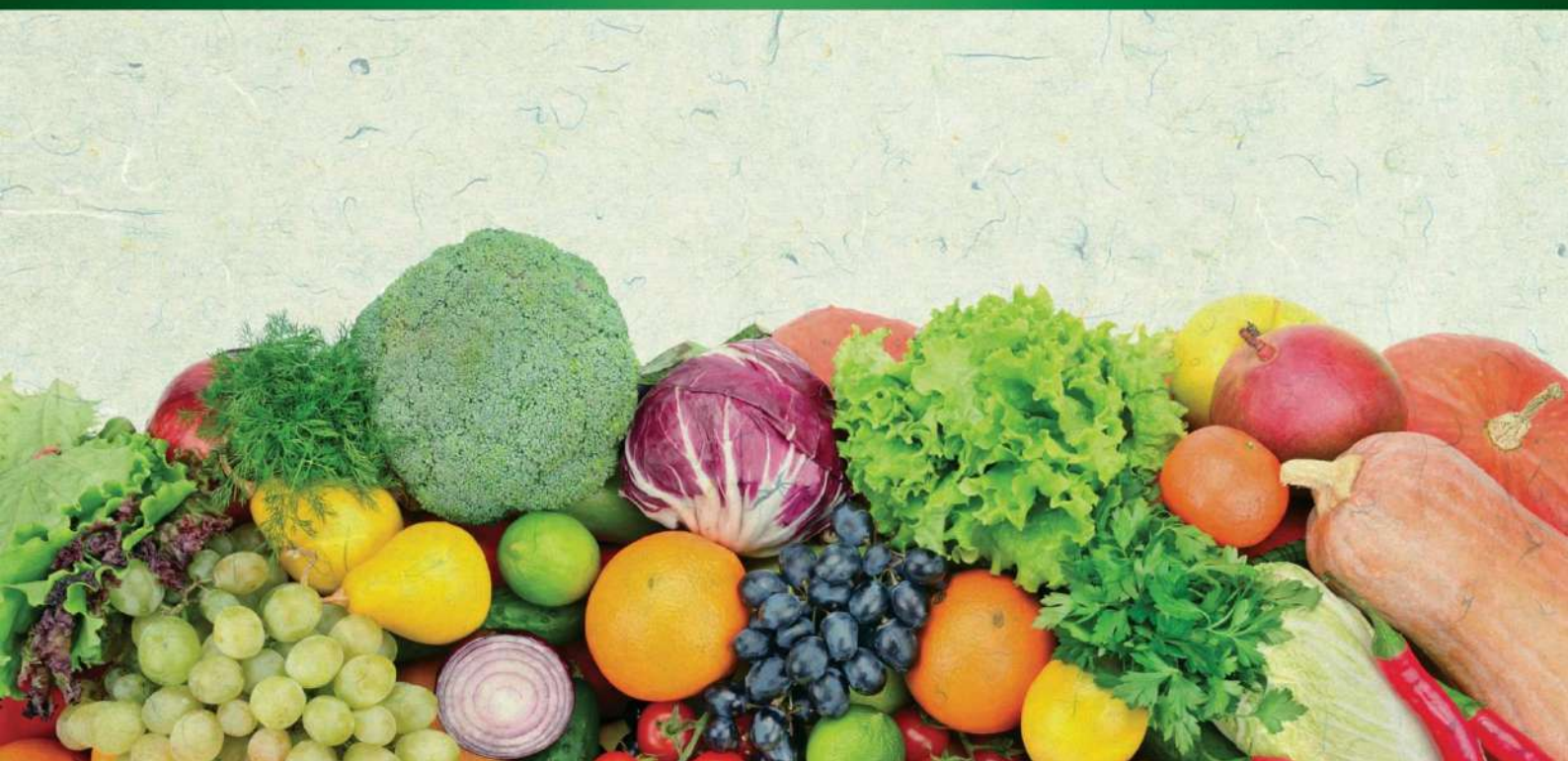




**Syllabus for Training of
District Resource Person
under PMFME Scheme**



Coordination:

Indian Institute of Food Processing Technology (IIFPT)
Ministry of Food Processing Industries
Govt. of India
Thanjavur

Committee members:

Dr. C. Anandharamakrishnan, Director, IIFPT –Chairman & Convenor

Dr. Ashutosh Upadhyay, Professor, Dean (Academics) NIFTEM – Member

Dr. Pradeep Singh Negi, Senior Principal Scientist, Professor, CSIR-CFTRI, Mysore – Member

Ms. Srijita Dutta, Manager – Education, FICSI – Member

District Resource Person - Training Syllabus (Food Domain)

Training Time: 16 hr/2 days

Technical aspects		
Training Syllabus (2days)	Time duration (hr)	
	Offline	Demo/ Self-learning
Day 1 – 8 hr		
Introduction Overview of PMFME scheme, guidelines, objectives, capacity building framework and its implementation. status, market size and scope of food grain processing industry in India; selection, procurement and supply chain management of food processing industry. State SNA and SLTI details, list of master trainer and list of ToT, details, list of training centre in states, registration and login procedure for beneficiaries. Application process of PMFME scheme portal login and funding procedures	1	0
MIS: Overview of MoFPI Website, Application registration page, Application portal, filling of application, DRP/DLC Interface	1	0
Details of Various Food processing operations and requirements for food industry <ol style="list-style-type: none"> 1. Introduction to food plant design 2. Value addition of foods - Introduction on value addition and the different food sub domain under PMFME, List of incubation center under PMFME scheme list of processed foods uploaded in PMFME portal based on the ODOP. List of technology available for food processing under PMFME scheme, List of states and district producing large volume of food products in different food domain. 3. Packaging requirement of food products and standards of packing materials 4. Food safety regulations & certification – Notified NABL Laboratories and contacts 5. National Technical Institution for food processing sector and the available technology 	2	0
Registration and Licensing documentation procedure for food microentrepreneurs through online GST Registration, FSSAI Registration, MSME Registration (Udyog Adhar/Udyam Registration), PAN Registration, Apeda Registration, Fire safety license, Pollution control board approval, Income tax, trade license (Corporation Licensing), Water analysis report from NABL Lab (for Public health department), Health certificate (From Civil surgeon) IEC License, EIC, EIA License and Health certificate.	1	0
Soft skills and communication Importance of soft skills and communication -networking skills–creative& innovative thinking – problem management – stress and emotional management – leadership and teaming up – confidence building – entrepreneur competencies – risk taking and goal settings - effective communication skills.	1	0
Introduction to DPR preparation: Significance and contents of DPR for availing bank credits DPR Essentials: Project summary, about the product, and process flow chart.	2	0

Day 2 8hr (Food Business Management)		
Hands on training on model DPR preparation Economics of the project covering: Basics and presumptions, capacity and utilization premises/ infrastructure, machinery & equipment, misc. Fixed assets, total cost of the project, means of finance, term loan, term loan repayment & interest schedule, working capital calculations, salaries/wages, consumables, power/ water, depreciation calculation, repairs & maintenance, marketing/selling expenses, projections of profitability analysis, break-even-point analysis, projected balance sheet, cash-flow statement, debt-service coverage ratio, mention of possible output for the given capacity.	3	1
Financial assistance: Funding bodies for food business, central and state government funding schemes, schemes and financial support in nationalized banks, documents required for applying scheme loan. Financial aspects of business legal compliance, tax compliances, invoices and orders, legal modalities, bank accounts.	2	0
Marketing and Branding Marketing concept, Ps of marketing, STP, types of marketing (B2B, B2C, C2B, C2C), market segmentation, marketing plan, branding, advertisement, digital media, digital marketing platforms, product life cycle, and significance of digital media and marketing techniques. Introduction and scope on export. List of countries importing foods and their food safety regulations bodies and standards.	2	0
Sub total	15	1
		Total: 16 hr
Assessment by FICSI	4hr	

District Resource Person - Training Syllabus (Non Food Domain)

Training Time: 24 hr/3 days

Technical aspects		
Training Syllabus	Time duration (hr)	
	Offline	Demo/ Self-learning
Day 1 – 8hr		
Introduction Overview of PMFME scheme, guidelines, objectives, capacity building framework and its implementation. status, market size and scope of food grain processing industry in India; selection, procurement and supply chain management of food processing industry. State SNA and SLTI details, list of master trainer and list of ToT, details, list of training centre in states, registration and login procedure for beneficiaries. Application process of PMFME scheme portal login and funding procedures	1	0
MIS: Overview of MoFPI Website, Application registration page, Application portal, filling of application, DRP/DLC Interface	1	0
Details of Various Food processing operations and requirements for food industry <ol style="list-style-type: none"> 1. Introduction to food plant design 2. Value addition of foods - Introduction on value addition and the different food sub domain under PMFME, List of incubation center under PMFME scheme list of processed foods uploaded in PMFME portal based on the ODOP. List of technology available for food processing under PMFME scheme, List of states and district producing large volume of food products in different food domain. 3. Packaging requirement of food products and standards of packing materials 4. Food safety regulations & certification – Notified NABL Laboratories and contacts 5. National Technical Institution for food processing sector and the available technology 	4	2
Day 2 - 8 hr		
Registration and Licensing documentation procedure for food micro-entrepreneurs through online GST Registration, FSSAI Registration, MSME Registration (Udyog Adhar/Udyam Registration), PAN Registration, Apeda Registration, Fire safety license, Pollution control board approval, Income tax, trade license (Corporation Licensing), Water analysis report from NABL Lab (for Public health department), Health certificate (From Civil surgeon) IEC License, EIC, EIA License and Health certificate.	3	1
Soft skills and communication Importance of soft skills and communication -networking skills–creative& innovative thinking – problem management – stress and emotional management – leadership and teaming up – confidence building – entrepreneur competencies – risk taking and goal settings - effective communication skills.	1	1
Introduction to DPR preparation: Significance and contents of DPR for availing bank Credits, DPR Essentials: Project summary, about the product and process flow chart.	2	0

Day 3 – 8 hr (Food Business management)		
Hands on training on model DPR preparation Economics of the project covering: Basics and presumptions, capacity and utilization premises/ infrastructure, machinery & equipment, misc. Fixed assets, total cost of the project, means of finance, term loan, term loan repayment & interest schedule, working capital calculations, salaries/wages, consumables, power/ water, depreciation calculation, repairs & maintenance, marketing/selling expenses, projections of profitability analysis, break-even-point analysis, projected balance sheet, cash-flow statement, debt-service coverage ratio, mention of possible output for the given capacity.	3	1
Financial assistance: Funding bodies for food business, central and state government funding schemes, schemes and financial support in nationalized banks, documents required for applying scheme loan. Financial aspects of business legal compliance, tax compliances, invoices and orders, legal modalities, bank accounts.	2	0
Marketing and Branding Marketing concept, Ps of marketing, STP, types of marketing (B2B, B2C, C2B, C2C), market segmentation, marketing plan, branding, advertisement, digital media, digital marketing platforms, product life cycle, and significance of digital media and marketing techniques. Introduction and scope on export. List of countries importing foods and their food safety regulations bodies and standards.	2	0
Sub total	19	5
Total: 24 hr		
Assessment by FICSI	4hr	

