

Nepal Industrial and Business Sector

Occupational Standard (OS)

Of

Dairy Plant Operator (Processor) Level-3 (Supervisor Level)



In jointly implemented by

Occupational Classification Linkage with NSCO:

Occupational Title: Dairy Plant Operator (Processor)

Level: 3 (Supervisor Level)

Sector: Agriculture

Sub – Sector: Dairy Production

OS ID No. AG-04-078

Major Group 6

Sub-major Group 61

Minor Group 612

Unit Group 6121

Occupation Specific Employers Panel:

S.N.	Name	Designation	Organization
1.	Yogendra Prasad Chimoruya	Director/Proprietor	Ritika Dairy, Jhapa
2.	Bijaya Prasad Chaurasiya	Director/Proprietor	Shivakali Dairy Milk, Raitahat
3.	Rajan Prasad Dahal	Proprietor	Shuvarambha Dairy, Kavre
4.	Praladh Dahal	Proprietor	Himalayan Dairy & Agrovet Research, Kavre
5.	Radha Krishna Sapkota	Director/Proprietor	Jaya shree krishna Dairy Udhyog, Kavre
6.	Badri Prasad Dahal	President/Proprietor	Badan Dairy Udhyog, Kathmandu
7.	Tika Prasad Ghimire	Director/Proprietor	Tika Dairy Udhyog, Lalitpur
8.	Tirtha Adhikari	Proprietor	Gokul Dairy Udhyog, Hetaunda, Makawanpur
9.	Shiva Hari Acharya	Proprietor/Director	Himalayan Dairy Udhyog, Kaski
10.	Thaneshwor Neupane	Proprietor/Director	Global Dairy Udhyog, Kapilvastu
11.	Prem Bahadur BC	Proprietor/Director	Jwan Dairy Udhyog, Salyan
12.	Karna Bahadur Hamal	Khapdad Dairy Industry	Dhangadi, Kailali
13.	Manoj Prasad Ghimire	Director	Biddhabasini Dairy Udhyog, Kathmandu

Occupation Specific Expert Workers Panel:

S.N.	Name	Designation	Organization
1.	Bishwo Humagain	Dairy Plant Operator (Processor)	Himalyan Dairy
2.	Rameshwor Dahal	Dairy Plant Operator (Processor)	Mahadevsthan Dairy
3.	Shyam Khadka	Dairy Plant Operator (Processor)	Love Kush Dairy
4.	Narayan Khatri	Dairy Plant Operator (Processor)	Pawan Dairy
5.	Dandi Prasad Gautam	Dairy Plant Operator (Processor)	Dhamala Dairy
6.	Pratiksha Pandit	Dairy Plant Operator (Processor)	Sitaram Gokul Milk Pvt. Ltd
7.	Jiban Rumba	Dairy Plant Operator (Processor)	Sitaram Gokul Milk Pvt. Ltd
8.	Deependra Thakur	Dairy Plant Operator (Processor)	Ritika Dairy
9.	Hariram Sigdel	Dairy Plant Operator (Processor)	Jay Shree Ram Dairy
10.	Dipendra B. Bam	Dairy Plant Operator (Processor)	New Aachal Dairy
11.	Hareram Sigdel	Dairy Plant Operator (Processor)	Shree Krishna Dairy
12.	Binod Dhakal	Dairy Plant Operator (Processor)	Global Dairy Pvt Ltd
13.	Sandip Sapkota	Dairy Plant Operator (Processor)	Shubharambha Dairy

OS Development Workshop Facilitated by:

S.N.	Name	Designation	Organization
1.	Harischandra Sapkota	Facilitator	Freelance
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1.	Mr. Govinda Ghemire	Advisor, Export Promotion Committee	FNCCI
2.	Mr. Krishna Prasad Adhikari	Vice President	CNI
3.	Ms. Shanta Basnskota Koirala	Secretary General, Woman Entrepreneur Committee	FNCSI
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OS Verified by ELMS Technical Advisory Committee:

S.N.	Name	Designation	Organization
1.	Dr. Mahesh Nath Parajuli	Professor	KU
2.	Mr. Kul Bahadur Phadera	Under secretary	MoEST
3.	Mr. Pravat Uprety	Associate Prof.	TU
4.	Mr. Kishor KC	Statistics Officer	CBS
5.	Ms. Sarada Ghimire	Dy. Director	CTEVT, Curriculum Div.
6.	Mr. Keshab Ghimire	Dy. Director	CTEVT, NSTB

OS Recommended by ELMS Coordination Committee:

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2.	Mr. Sumit Kumar Kedia	Executive committee member	FNCCI
3.	Mr. Birendra Raj Pandey	Vice –president	CNI
4.	Mr. Megh Nath Neupane	Senior - Consultant	CNI
5.	Ms. Shobha Gurung	Vice president	FNCSI
6.	Mr. Mohan Katuwal	Vice president	FNCSI
7.	Mr. Binayak Shah	Senior-vice president	HAN
8.	Mr. Sajjan Shakya	Secretary General	HAN
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4.	Ms. Srijana Rana	President	HAN
5.	Mr. Rabi Singh	President	FCAN
6.	Mr. Chandra Kanta Adhikari	Member Secretary	ELMS

Occupational Description:

According to panel members, dairy industry is a blooming commercial industry of Nepal. About 500- 700 dairy industries are present in Nepal. Mainly the dairy processing industries are categorised as: small (500-700), medium (200) and large (8 -10). Processors take farm milk, then process or manufacture the milk into quality, safe, desirable, convenient and usable consumer products or as an ingredient for other product. There are about 200 dairy operators in Nepal. Till date, there is no current practices to produce operator/ processor. Human resource has been developed during installation time of plant with the help of Indian experts.

Nepal has the capacity to produce 2 crore litre of milk per day, but till date it has been producing 62 lakhs litres only. Only 31Lakhs litres of milk comes in market of which 17% is consumed by formal sector whereas 33 % is consumed by informal sector and rest is self consumed. Around 30 Arab capital is invested in dairy sector. Dairy sector has provided employment to 30,000 people. 5 lakh farmers' families rely on dairy sector. Amount of Rs 5 crore goes to village from city areas on daily basis through dairy sector. As compared to other sectors of Nepal, dairy sector has been prioritized as essential commodities even during COVID led lockdown as it has garnered public sympathy. Dairy processor/ operator a middle level technician work under supervisor in large scale plant and he/she are also processing incharge in small scale plants. His/her responsibility is receiving milk, basic testing, arrange for lab test, record keeping and processing as per daily processing plan. Similarly he/she also perform inspection of machines or processing plant and management of products as per plan.

The Dairy Operator (Processor) Level-3 (Supervisor Level) describes the individual with required knowledge for applying basic method of performance, knowledge to select tools, equipment and materials appropriate for the given task. He/she possess the ability to apply basic theory and principle of the common duties and tasks to solve the given assignment. Further, the performer has ability to act independently in simple core skills and can work under the supervision of supervisor for some higher level of tasks

to ensure the technicality as a co-worker. This individual has to operate machines and supervises assistant worker and labour in the team. Nepal's industrial & business sector expects Individual reserving the set level of skills, knowledge and attitudes which reflect for the improvement of production/services and workers' productivity.

Occupational and environmental safety:

For occupational safety, all the safety wares should be worn and equipment like fire extinguisher should be present at the working area. Similarly, facilities of ,medical insurance and monthly health check up of the employees should be done. In case of environmental safety, for processing 1 litre of milk, 30 litres of water is required. Dairy sector causes pollution of air, water and sound. Only treated water should be disposed. In case of air pollution, chimney should be used and the dairy plant should be located far from residential areas. EIA of machines, timely repair and maintenance of machines and use of modern technologies can reduce both air and sound pollution.

Minimum Job Entry Requirement:

As per the labour law the Nepalese citizen aged 18 years and above and competent as per this occupation standards are eligible to enter in this occupation or 5 years work experience as level-2) Foreman Level(. To cope the required knowledge and tasks performance standard of this occupation, +2 Science graduates or equivalent qualification are suggested to enter in the training impartation program of the Dairy Plant Operator (Processor) .

Worker's traits:

The desired workers traits for the Dairy Processor/Operator are mentally and physically fit people who are strong, disciplined and have positive attitude as well as a good sense of humor. Individuals who are good team player, passionate, courteous, enjoy working at dairy sector with milk and milk products, dairy tools, equipment and machineries and provide prompt response to the assignment are desired in this sector. Additionally, individual having friendly behavior, good interpersonal skills and exhibiting strong organizational loyalty and professional ethics are essential attributes needed to enter in this occupation. Someone who is responsible, polite, honest, loyal, disciplined, cooperative and having time management skills with a sense of ownership are highly desired. In addition to these traits, individuals who are problem solver, good decision maker, motivated, having learning attitude and who guides/coaches colleagues along with creative in new technology are desired.

Occupational career path:

- **Above the Position-** Senior Dairy Plant Operator (Processor): Level- 4 (Senior Supervisor Level)
- **Current Position-** Dairy Plant Operator (Processor): Level-3 (Supervisor Level)
- **Below the Position-** Assistant Dairy Plant Operator (Processor): Level-2 (Foreman Level)

Abbreviation used:

Task Level	Rating number and their meaning
Significance	: 1- Important; 2- Moderately important; 3-Highly important.
Ease	: 1- Easy; 2-Moderately easy; 3-Very easy.
Occurrence	: 1- Rarely occurred; 2-Moderately occurred; 3-Frequently occurred.

N/A	: Not Applicable
OS	: Occupation Standard
FNCCI	: Federation of Nepalese Chamber of Commerce & Industries
CNI	: Confederation of Nepalese Industries
FNCSI	: Federation of Nepalese Cottage & Small Industries
FCAN	: Federation of Construction Association Nepal
HAN	: Hotel Association Nepal
ELMS	: Employers Led Market Secretariat
SWG	: Sector Working Group
TAC	: Technical Advisory Committee
SOP	: Standard Operating Procedure
KU	: Kathmandu University
MoEST	: Ministry of Education, Science & Technology
TU	: Tribhuvan University

CBS	:	Central Bureau of Statistics
CTEVT	:	Council of Technical Education and Vocational Training
NSTB	:	National Skill Testing Board
PPE	:	Personal Protective Equipment
COB	:	Clot On Boiling
SNF	:	Solid Not Fat
CIP	:	Clean In Place
MBRT	:	Methelene Blue Reduction Test
C	:	Centigrade or Celcius
PPM	:	Parts Per Million
GDL	:	Glucose Delta Lactose
RMV	:	Richard Meissle Value
SMP	:	Skimmed Milk Powder
HTST	:	High Temperature Short Time
LTLT	:	Low Temperature Long Time
Kg.	:	Kilogram
NS	:	Nepal Standard

List of Duties and Tasks of the Dairy Plant Operator (Processor) Level-3:

Soft Skills Area			
SN	Duty statements	SN	Task statements
1.	Demonstrate positive attitude	1.	Manage time for occupational assignment
		2.	Exhibit empathy with customer and team members
		3.	Exhibit work ethics of Dairy Plant Operator (Processor)
		4.	Respond assignment received
		5.	Receive / give feedback and feed forward
2.	Exhibit interpersonal skills	6.	Listen customers' demands, complaints and other information
		7.	Communicate with others about products and services
		8.	Coordinate with customers and team members
		9.	Perform net-working with customers, team and stakeholders
3.	Demonstrate occupational leadership	10.	Exhibit behavior of team player among the members
		11.	Make decision at different situation of the occupation
		12.	Solve problem encountered in the occupation
		13.	Take responsibility and accountability of assignment
		14.	Develop work plan of Dairy Plant Operator (Processor)
		15.	Perform basic calculation
Core Skills Area			
4.	Receive milk	16.	Take milk sample
		17.	Filter milk
		18.	Measure volume of milk
		19.	Collect milk from collection center
		20.	Arrange for milk chilling
5.	Maintain hygiene	21.	Maintain personal hygiene
		22.	Clean working area
		23.	Clean utensils/tools/equipment
		24.	Sanitize utensils/tools/equipment
		25.	Clean in place (CIP)
		26.	Control dairy plant pest / rodent
		27.	Store chemicals/reagents
		28.	Manage degradable waste
		29.	Manage non-degradable waste
		30.	Treat water applied in dairy plant
6.	Perform basic repair and maintenacne	31.	Check the condition of the plant by operation
		32.	Monitor the operating process

	33. Troubleshoot problem of dairy plant
	34. Perform basic repair
7. Perform platform test	35. Perform organoleptic test
	36. Determine acidity of milk/products
	37. Perform COB test
	38. Perform alcohol test
	39. Perform fat test by Gerber centrifuge method
	40. Determine Solid Not Fat (SNF) of milk
	41. Perform neutralizer test
	42. Perform sugar test
	43. Perform salt test
	44. Perform Methylene Based Reduction Test (MBRT)
8. Manufacture basic milk product	45. Perform standardization of milk
	46. Prepare whole milk (processed milk)
	47. Prepare skimmed milk
	48. Prepare skimmed milk powder
	49. Prepare paneer
	50. Prepare Chhena
	51. Prepare ghee
	52. Make ice-cream
	53. Prepare lassi
	54. Make butter milk
	55. Make flavoured milk
	56. Prepare fortified milk
	57. Make Yak Cheese
	58. Make kanchan cheese
	59. Make Chhurpi
	60. Prepare yogurt
	61. Make plain butter
	62. Make table butter
9. Make sweets products of milk	63. Prepare Khuwa
	64. Prepare Peda
	65. Prepare Lalmohan
	66. Make Gulab Jamun
	67. Make Rasmalai
	68. Make Raspberry
	69. Make Cham Cham

	70. Prepare Pustakari
10. Perform packaging and storage	71. Examine packaging materials
	72. Examine packaging of final products
	73. Store the finished products
11. Documentation and recording	74. Keep record of raw materials
	75. Keep record of milk products
	76. Keep record of repair and maintenance
	77. Perform reporting
	78. Perform costing of products
	79. Display products in exhibition
	80. Develop forms and format for record keeping
	81. Keep production, sells and stock records
	82. Keep inventory of dairy plant

Task Competency Standard

Soft Skills area			
Task number:	1		
Task statement:	Manage time for occupational assignment		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition <ul style="list-style-type: none"> Regular duty hours and work plan. Task: Manage time for occupational assignment. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Exhibited punctuality; Task completed within the given time frame; Task performed as per the given work plan. 		
Related technical knowledge	<ul style="list-style-type: none"> Importance of time management; Work priority and rescheduling as per the urgency; Points to be consider while managing time during duty hours. 		

Task number:	2		
Task statement:	Exhibit empathy with customers and team members		
Level of task:	Significance	Ease	Occurrence
	2	2	3
Terminal performance standard	Given Condition <ul style="list-style-type: none"> Any incident (Problems, awkward situation or unusual situation) of customer or team members. Task: Exhibit empathy with customers and team members. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Expressed feelings (body language, gesture, posture, facial expression) as per the given incident during the performance; Acted accordingly as per the feelings. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance empathy; Different situation of empathy exhibition; Points to be consider while exhibiting empathy. 		

Task number:	3		
Task statement:	Exhibit work ethics of the Dairy Processor/Operator		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given ConditionM <ul style="list-style-type: none"> Occupational ethics and code of conduct of organization or Standard operating procedure (SOP). Task: Keep work ethics. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Given occupational ethics and organizational code of conduct is followed; SOP is followed; Perform is satisfied and motivated in the occupation. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance work ethics; Occupational work ethics; Code of conducts of organization or SOP. 		

Task number:	4		
Task statement:	Respond assignment received		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Any assignment or task order Task: Respond assignment Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Prompt response is exhibited; Assignment noted; Assignment completed within the agreed time. 		
Related technical knowledge	<ul style="list-style-type: none"> Importance of timely response; Time requirement of any assignment; Manner of interaction with others; Types of work and urgency. 		

Task number:	5		
Task statement:	Receive / give feedback and feed forward		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition <ul style="list-style-type: none"> Any assignment or task order. Task: Receive / give feedback and feed forward. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Performer listen actively; Noted feed forward and feedback; Firstly given positive feedback objectively; Secondly given developmental feedback objectively; Digestible amount of feedback is considered. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of feed forward and feedback; Types of feedback; Techniques of receiving and giving feed forward and feedback. 		

Task number:	6		
Task statement:	Listen customers demand, complaints or others information		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition <ul style="list-style-type: none"> Customer or team member is complaining / reporting. Task: Listen customers demand, complaints or others information. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Performer listen actively; Nodded the head during listening; Asked for clarification; Noted the complaint or reporting; Reporter or complainer is satisfied with his/her listening attitude. 		
Related technical knowledge	<ul style="list-style-type: none"> Importance of active listening; Differences between active listening and hearing; Techniques of active listening. 		

Task No:	7		
Task statement:	Communicate with others about products and services		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition <ul style="list-style-type: none"> Information to be communicated and Relevant audience. Task: Communicate with others about products and services. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Clear and audible voice is listen; Communicated with pleasant vocal; Natural visual expressions are exhibited during the communication; Information shared is concise and complete. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of effective communication; Effective communication model; Types of communication; Means of communication; Techniques of effective communication. 		

Task number:	8		
Task statement:	Coordinate with customers, team members and stakeholders		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition <ul style="list-style-type: none"> Agenda or issue or information to be coordinated; Team members or relevant stakeholders and Means of coordination. Task: Coordinate with customers, team members and stakeholders. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Coordination is done as per the given agenda, issues or information to be shared; Coordination is done as per the target receivers; Coordination is done as per the given means of coordination. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance coordination; Means of coordination; Techniques of effective coordination. 		

Task number:	9		
Task statement:	Perform net-working with customers, team and stakeholders		
Level of task:	Significance	Ease	Occurrence
	3	1	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Assignment and Job description. Task: Perform net-working with customers, team and stakeholders. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Service delivery met the standard of the organization; Additional service procurement is found easily. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of networking; Means of networking; Techniques of effective networking. 		

Task number:	10		
Task statement:	Exhibit behavior of team player among the members		
Level of task:	Significance	Ease	Occurrence
	2	1	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Assignment and • Working team. Task: Exhibit behavior of team player among the members. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> • Team members are encouraged; • Taken collective ownership; • Possessed cooperative and assertiveness; • Taken responsibility and accountability. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of team work; • Characteristics of good team player; • Phases of team formation; • Tips of effective team work. 		

Task number:	11		
Task statement:	Make decision at different situation of the occupation		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Any assignment with possible unusual situation during the process and • Problem or case and time frame. Task: Make decision at different situation of the occupation. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> • Decision taken within the given time frame; • Desired result is achieved; • Decision is considered efficient use of time, money and resources. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of decision making; • Simple decision making process. 		

Task number:	12		
Task statement:	Solve problem encountered in the occupation		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Any problem or case and time frame. Task: Solve problem encountered in the occupation. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> • Problems are solved in given time frame; • Desired result is achieved; • Considered the efficient use of time, money and resources. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of problem solving; • List of potential problems in the occupation (Dairy Plant Operator); • General problem solving techniques. 		

Task number:	13		
Task statement:	Take responsibility and accountability of the assignment		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Assignment; • Job description. Task: Take responsibility and accountability of the assignment. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> • Exhibited dedication to the assignment; • Attempted to complete the assignment as per the set standard; • Taken ownership of results. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning of responsibility and accountability; • Importance of responsibility and accountability for Dairy Plant Operator. 		

Task No:	14		
Task statement:	Develop work plan of Dairy Plant Operator (Processor)		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • List of tasks and their priority order; • Planning forms and format; • Job description. Task: Develop work plan of Dairy Plant Operator (Processor). Time: N/A Standard/Criteria: <ul style="list-style-type: none"> • Plan is developed as per the given tasks; • Planning is done in given forms and format; • Tasks are planned based on priority order or sequence; • Considered efficient use of resources (time, money, and people). 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning of planning; • Importance of planning; • Different planning tools; • Points to be considered while planning; 		

Task No:	15.		
Task statement:	Perform basic calculation		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Formula and measurement; • Record / logbook; • Specification table. Task: Perform basic calculation. Time: 15 minutes (for single calculation). Standard/Criteria: <ul style="list-style-type: none"> • Results are matched with the result of the calculation done by the supervisor. 		
Related technical knowledge	<ul style="list-style-type: none"> • Importance of calculation; • Situation required basic calculation; • Calculation process; • Different calculation methods; • Application of different formulas. 		

Core Skills Area			
Task number:	16.		
Task statement:	Take milk sample		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Before receiving milk in collection center/dairy plant; Milk volume (number of milk can); Standard procedure of milk sampling. Task: Take milk sample. Time: 10 Minutes /sample. Standard/Criteria: <ul style="list-style-type: none"> The milk is shaken or stirred for 5 mins by plunger; The sample represents the whole volume of milk; Sample volume is (200-500ml) as per the requirement of the test; The temperature of milk is 4 -10 °C for tanker based milk; The temperature of milk is 4 - 35°C for can based milk; Sample is labeled and sampling area is cleaned. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of milk; Physical properties and composition of milk; Meaning and importance of milk sample; Milk sampling procedure; Points to be considered while milk sampling. 		
Safety/precaution	<ul style="list-style-type: none"> Apply safety wear; Work cautiously while taking sample from the tanker. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Plunger, sampler, thermometer, jar (sample collection); Milk, water, labeling sticker for labelling sample, record book and pen. 		

Task number:	17.		
Task statement:	Filter milk		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Sample tested and accepted milk; Milk can/container and quantity of milk. Task: Filter milk. Time: 3 minutes /milk can. Standard/Criteria: <ul style="list-style-type: none"> Filtered milk is free from foreign materials when observed; Used filter's pore size is 100-250 micrometer; Filter is of standard size; Used filter is cleaned. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of filtering milk; Points to be considered while filtering milk; Procedure of filtering milk. 		
Safety/precaution	<ul style="list-style-type: none"> Apply safety wear; Avoid contaminating agents and check the quality of filter. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Filter, milk, cane, rope for filter and water. 		

Task number:	18.		
Task statement:	Measure volume of milk.		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Accepted milk after test. Task: Measure volume of milk. Time: N/A (depends on volume and capacity of pump used) Standard/Criteria: <ul style="list-style-type: none"> Calibration done by the performer is as per the calibration of supervisor; Volume is recorded; Work station is cleaned. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of measuring volume of milk; Calibration of weighing balance; Factor affecting volume of milk; Procedure of measuring volume of milk. 		
Safety/precaution	<ul style="list-style-type: none"> Weighing machine is free from external touch; Apply safety wears. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Measuring cylinder/weighing balance, milk; Milk container, pipe; Pump and electricity supply. 		

Task number:	19.		
Task statement:	Collect milk from collection center.		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Volume of milk to be collected; Accepted milk after sample test. Task: Collect milk from collection center Time: In normal case 1 hour /1000 litre (Depends on flow rate of pump). Standard/Criteria: <ul style="list-style-type: none"> Collected volume of milk is as per the collection centre's records; Fat/SNF is recorded as per the collection centre's records. 		
Related technical knowledge	<ul style="list-style-type: none"> Quality of milk; Importance of milk collection; Machine/ tools/ equipment used in the collection center; Procedure of milk collection. 		
Safety/precaution	<ul style="list-style-type: none"> Cautious while working with tanker; Ensure delivery condition of pipe. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Milk tanker, collection pipe, motor or; Milk pump, electricity supply, filter and plunger. 		

Task number:	20.		
Task statement:	Arrange for milk chilling		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required chilling temperature; Collected volume of milk in the chilling center. Task: Arrange for milk chilling Time: 2-3 hours /lot (depends on chilling machine & volume of milk). Standard/Criteria: <ul style="list-style-type: none"> Chilled milk temperature is 4°C; Vat is cleaned before collection; Vat is insulated and stainless steel (18:1) is used; Chilling process is maintained free from plastic equipment. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of chilling; Chilling temperature and procedure of chilling. 		
Safety/precaution	<ul style="list-style-type: none"> Wear safety wear; Adjust the temperature carefully. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Chilling vat, electricity/generator; Water and IVT - tank. 		

Task number:	21.		
Task statement:	Maintain personal hygiene		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Dairy plant /during performing all assignment /works. Task: Maintain personal hygiene. Time: 15 minutes /day. Standard/Criteria: <ul style="list-style-type: none"> Clothes are cleaned; Nails are trimmed; Performer is ensured free from ornaments; Hair is trimmed; Safety cap is used; Safety wares are applied. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of personal hygiene; Meaning and importance of occupational Safety/ Health; Points to be considered to maintain personal hygiene.. 		
Safety/precaution	<ul style="list-style-type: none"> Apply safety wares; Ensure personal hygiene before entering in to the daily duty. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Boots, mask, safety cap; Gloves, apron; Sanitizer, soap; Towel and nail cutter. 		

Task number:	22.		
Task statement:	Clean working area		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Location or site to be cleaned; Any working area / dairy plant. Task: Clean working area. Time: 20 minutes /day /working station. Standard/Criteria: <ul style="list-style-type: none"> Working area is maintained free from filth; Working area is maintained dry and non-slippery; Working area is maintained free from odor. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of cleaning working area; Cleaning reagents/ chemicals; Tools / equipment and chemicals required to perform cleaning; Cleaning process. 		
Safety/precaution	<ul style="list-style-type: none"> Ensure dry / non slippery condition of working area; Handle chemicals safely; Use treated water. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Broom, water, brush, detergent; Wiper, dust pan and dust bin. 		

Task number:	23.		
Task statement:	Clean utensils/ tools/ equipment		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Dairy plant; Number of utensils, tools/equipment to be cleaned; Types of cleaning detergents to be used; Daily routine work schedule; Task: Clean utensils/ tools/ equipment. Time: 1 hour /routine work Standard/Criteria: <ul style="list-style-type: none"> Utensils/tools/equipment are kept free from filth; Utensils/tools/equipment are kept free from odor; The utensils/tools/equipment are dipped in chlorine water; Utensils are kept dry. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of cleaning utensils/tools/equipment; Cleaning chemicals; Cleaning process of utensils /tools /equipment; Points to be considered while cleaning. 		
Safety/precaution	<ul style="list-style-type: none"> Handle the utensils /tools /equipment safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Detergent, chlorine water; Utensils, brush and water. 		

Task number:	24.		
Task statement:	Sanitize utensils/tools/equipment		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Dairy plant; Numbers of utensils/ tools /equipment to be sanitized; Method of sanitization or chemicals to be used; Standard procedure of the sanitization or checklist. Task: Sanitize utensils/tools/equipment. Time: 10 minutes /daily routine work. Standard/Criteria: <ul style="list-style-type: none"> Safety wares are applied; Standard procedure followed; Sanitized as per the given number. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of sanitization of utensils/tools/equipment; Points to be considered sanitization of utensils/tools/equipment; Common chemicals used for sanitization of utensils/tools/equipment; Different methods of sanitization of utensils/tools/equipment. 		
Safety/precaution	<ul style="list-style-type: none"> Wear safety wares; Safely use chemicals as per the specification. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Different types of sanitizer; Soap, water; Chlorine, mask and towel. 		

Task number:	25.		
Task statement:	Clean In Place (CIP)		
Level of task:	Significance	Ease	Occurrence
	3	2	2
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Dairy plant; Standard Procedure. Task: Clean In Place (CIP) Time: Automation - 20minutes; Manual - 2 hours. Standard/Criteria: <ul style="list-style-type: none"> Given standard procedure is followed; Working place is maintained free from dirt and odor; Dairy plant is found free from chemical residue. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of CIP; Cleaning chemicals and their use; Points to be considered while cleaning; CIP procedure. 		
Safety/precaution	<ul style="list-style-type: none"> Handle chemicals safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Storage vessel, motor, measuring balance, nitric acid; Caustic soda, hot water, normal water; Gloves, soap, water and towel. 		

Task number:	26.		
Task statement:	Control dairy plant pest/ rodents		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Store /dairy plant /working area. Task: Control dairy plant pest / rodents. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> • Safety and measures of free from hazards adopted; • Store /Plant /working area is found free from pest/ rodents. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of controlling pests/ rodents; • Methods and measures of control; • Points to be considered while controlling pest/ rodents. 		
Safety/precaution	<ul style="list-style-type: none"> • Be careful while using chemicals/ trap; • Store poisons safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • Rodent trap, pest trap; • Poisons, or rodents choice feed. 		

Task number:	27.		
Task statement:	Store chemicals/reagents		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Store; • Chemilas; • Recording formats. Task: Store chemicals. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> • Label is found visible and clear; • Storage is done at allocated place; • Specification of chemical standard is found clear; • Store is found free from outdated /expired chemicals; • Chemicals are stored in first in first out basis; • Stored chemicals are recorded as per the given format. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of storing chemicals; • Hazards of chemicals and reagents; • Types of commonly used chemicals in the dairy plant; • Properties of chemicals commonly used chemicals in dairy plant; • Points to be considered while storing chemicals. 		
Safety/precaution	<ul style="list-style-type: none"> • Be careful while storing chemicals; • Apply safety wear. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • Safety wears, label sticker, chemicals,marker; • wheel barrow, tray, crate, recording formats or record register. 		

Task number:	28.		
Task statement:	Manage degradable waste		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Dairy plant; During and after production. Task: Manage degradable waste. Time: 10 minutes /routine work. Standard/Criteria: <ul style="list-style-type: none"> Working area is cleaned; Degradable waste is placed in degradable waste bin; Degradable and non- degradable wastes are separated. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of degradable waste management; Types of waste to be manage in dairy plant; Separation of degradable and non-degradable waste; Points to be considered while managign degradable waste in dairy plant. 		
Safety/precaution	<ul style="list-style-type: none"> Apply safety wear; Do not mix degradable waste with non -degradable waste. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Degradable waste, dust bin; Dust pan, safety wears, water, soap and towel. 		

Task number:	29.		
Task statement:	Manage non-degradable waste.		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Dairy plant; During and after production. Task: Manage non-degradable waste. Time: 10 minutes /routine work shedule. Standard/Criteria: <ul style="list-style-type: none"> Working area is cleaned; Non- degradable waste is placed in non- degradable bin; Degradable and non- degradable wastes are separated. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of non-degradable waste management; Hazards of non-degradable wastes; Types of waste to be manage in dairy plant; Points to be considered while managign non-degradable waste in dairy plant. 		
Safety/precaution	<ul style="list-style-type: none"> Apply safety ware; Fallow standard procedure or checklist to manage non-degradable waste; Do not mix non -degradable waste with degradable waste. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Non-degradable waste, dust bin; Dust pan, safety wears; Water, soap and towel. 		

Task number:	30.		
Task statement:	Treat water applied in the dairy plant.		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Water to be treated; Treatment methods; Volume of water to be treated. Task: Treat water applied in the dairy plant. Time: Depends on capacity of machine. Standard/Criteria: <ul style="list-style-type: none"> Fallowed given treatment method; Water is found colorless and odorless; Water is found free from chemicals when tested; Water is found free from coliforms and other pathogens when tested; Hardness of water is found less than 4 ppm. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of treating water in the dairy plant; Procedures of the treating water; Points to be considered during water treatment; 		
Safety/precaution	<ul style="list-style-type: none"> Apply safety wear; Handle plant and chemicals carefully. 		
Tools, equipment and materials	<ul style="list-style-type: none"> RO plant, chlorine; Piyush plant. 		

Task number:	31.		
Task statement:	Check the condition of the plant by operation.		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Location or site of the plant; Routiene work schedule; Dairy plant. Task: Check the condition of the plant by operation. Time: 10 minutes /routine checkup. Standard/Criteria: <ul style="list-style-type: none"> All machines are ensured functioning; His/her reporting is as per the inspection done by the supervisor. 		
Related technical knowledge	<ul style="list-style-type: none"> Operating principle of machine; Critical checking points; Types of indicators; Points to be considered while chicking plant condition. 		
Safety/precaution	<ul style="list-style-type: none"> Wear dry safety wares to avoid electric shock / electrical safety; Handle/ operate carefully. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Gloves, boots, apron, cap/ helmet; Safety glass, ear muffs and mask. 		

Task number:	32.		
Task statement:	Monitor the operating process.		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Standard monitoring checklist or guideline; Types of plant or unit; During the operating condition of the dairy plant/unit. Task: Monitor the operating process. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Monitoring is done as per the given checklist; The recording is done as per the observation done by the supervisor. 		
Related technical knowledge	<ul style="list-style-type: none"> Detailed knowledge of products; Standard Operating Procedure of the plant; Points to be considered while monitoring the plant. 		
Safety/precaution	<ul style="list-style-type: none"> SOP is vital while monitoring the process; Do not touch the operating plant/machine. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Cis- spinal key; Thermometer; Notebook and pen. 		

Task number:	33.		
Task statement:	Troubleshoot problem of dairy plant		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Operating plant/ hours; Operating/ processing plant; When trouble arises. Task: Troubleshoot problem of dairy plant. Time: 15 minutes /problem (can be varied). Standard/Criteria: <ul style="list-style-type: none"> Problem is recorded and reported immediately; Action is taken as per the encountered problem. 		
Related technical knowledge	<ul style="list-style-type: none"> Operating procedure of machine; Points to be considered while operating; Action taken while troubleshooting; Points to be considered. 		
Safety/precaution	<ul style="list-style-type: none"> Do not try to troubleshoot the problem yourself unless you have full knowledge on solving the problem. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Safety kit; Tester and tool box. 		

Task number:	34.		
Task statement:	Perform basic repair of plant.		
Level of task:	Significance	Ease	Occurrence
	3	3	2
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Types of repair needed; Loose electrical connection; Leakage of pipelines; Wear and tear gasket and parts. Task: Perform basic repair. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Repairmen is as per the given types of requirement; The electrical connection is tightened; The pipelines are ensured free from leakage; The gasket and parts are repaired. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of electricity/ electrical connection; Critical points to be considered during repairment; Tools to be used in each task; Procedure of repairment in different types of repairment requirement. 		
Safety/precaution	<ul style="list-style-type: none"> Handle tools/equipment safely; Ensure keen idea on different repairment procedure; Always switch off the operating plant before repairing. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Tool box, wire; Gasket and wrench. 		

Task number:	35.		
Task statement:	Perform organoleptic test		
Level of task:	Significance	Ease	Occurrence
	3	2	2
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Received milk sample; Types of sample and dairy products; Final dairy products. Task: Perform organoleptic test. Time: 1 minutes /sample. Standard/Criteria: <ul style="list-style-type: none"> Accepted milk / milk products are free from odor; Color of the accepted milk / milk products is normal; Test report is prepared as per supervisor's observation. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance organoleptic test; Procedure of organoleptic test; Points to be considered while performing organoleptic test. 		
Safety/precaution	<ul style="list-style-type: none"> Do not swallow the sample. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Sample; Sampling tool/ spoon/ bowl. 		

Task number:	36.		
Task statement:	Determine acidity of milk and milk products.		
Level of task:	Significance	Ease	Occurrence
	3	3	2
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Sample of milk and milk products; • Types and number (quantity) of sample; • Standard procedure. Task: Determine acidity of milk and milk products. Time: 10 minutes /sample. Standard/Criteria: <ul style="list-style-type: none"> • Standard procedure followed; • The result of the test matched with the test result of the supervisor. 		
Related technical knowledge	<ul style="list-style-type: none"> • Acceptable level of acidity of milk and milk products (0.13 -0.15% of milk and 0.6 -0.8% of Dahi (curd)); • Meaning and importance of determining acidity of milk and milk products; • Procedure of acidity test; • Methods of maintaining acidity of milk and milk products; • Points to be considered while determining acidity of milk and milk products. 		
Safety/precaution	<ul style="list-style-type: none"> • Handle chemicals safely; • Follow the standard procedure. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • 0.1N NaOH, phenolphthalene, milk and milk products, sample; • Beaker, test tube, pipette and burette with stand. 		

Task number:	37.		
Task statement:	Perform Clot On Boiling (COB) test.		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Given milk sample; • Standard procedure. Task: Perform COB test. Time: 5 minutes /sample. Standard/Criteria: <ul style="list-style-type: none"> • Standard procedure followed; • The result of the test matched with the test result of the supervisor. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of COB test; • Procedure of COB test; • Condition of acceptance and rejection; • Points to be considered during COB test. 		
Safety/precaution	<ul style="list-style-type: none"> • Safe handling of test tube and burner. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • Bunsen burner, test tube; • Test tube holder, sample and gas/spirit lamp. 		

Task number:	38.		
Task statement:	Perform alcohol test.		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Milk sample; • Standard procedure. Task: Perform alcohol test. Time: 5 minutes /sample. Standard/Criteria: <ul style="list-style-type: none"> • Standard procedure followed; • The result of the test matched with the test result of the supervisor. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of alcohol test; • Procedure of alcohol test; • Condition of acceptance and rejection; • Points to be considered while performing alcohol test. 		
Safety/precaution	<ul style="list-style-type: none"> • Apply safety wear; • Handle chemical safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • 68% Ethyl alcohol, test tube, pipette; • Petridish, soap, water and towel. 		

Task number:	39.		
Task statement:	Perform fat test by Gerber centrifuge method		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Milk sample; • Standard procedure. Task: Perform fat test by Gerber Centrifuge Method. Time: 10 minutes /sample. Standard/Criteria: <ul style="list-style-type: none"> • Standard procedure followed; • The result of the test recorded is matching with the test result of the supervisor. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of Gerber centrifuge method; • Procedure of Gerber centrifuge method; • Determination of cost of milk; • Standard fat % in the milk; • Rules and regulations of whole milk; • Points to be considered while performing fat test by GCM. 		
Safety/precaution	<ul style="list-style-type: none"> • Follow standard procedure; • Handle the machine and chemicals safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • Pipette, butyrometer, sulphuric acid; • Amyl alcohol, Gerber centrifuge machine; • Hot water, cork, key, thermometer; • Sample, brush, water, soap and towel. 		

Task number:	40.		
Task statement:	Determine Solid Not Fat (SNF) of milk.		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Milk sample; • Number of sample or quantity; • Standard procedure. Task: Determine Solid Not Fat (SNF) of milk. Time: 10 minutes /sample. Standard/Criteria: <ul style="list-style-type: none"> • Standard procedure followed; • The result of the test recorded is matching with the test result of the supervisor. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of SNF test; • Procedure of SNF test; • Determination of cost of milk; • Standard SNF%; • Rules and regulations of SNF test; • Points to be considered while performing SNF test; • Nepal standard of SNF of different milk and milk products. 		
Safety/precaution	<ul style="list-style-type: none"> • Follow Nepal standard (NS); • Handle the tools/ equipment safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • Lactometer, pipette, lacto jar, thermometer; • Milk sample, hot water, water, soap and towel. 		

Task number:	41.		
Task statement:	Perform neutralizer test.		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Milk sample; • Standard procedure. Task: Perform neutralizer test. Time: 5 minutes /sample. Standard/Criteria: <ul style="list-style-type: none"> • Standard procedure followed; • The result of the test recorded is matching with the test result of the supervisor. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of neutralizer test; • Procedure of neutralizer test; • Points to be considered while testing; • Nepal standard of neutralizers in different milk and milk products. 		
Safety/precaution	<ul style="list-style-type: none"> • Follow the standard procedure of the neutralizer test; • Safely handle tool/ equipment/ chemicals. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • Test tube, reagent (Rosalic acid 1% solution); • Milk sample, soap, water and towel. 		

Task number:	42.		
Task statement:	Perform sugar test.		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Milk sample; • Total numbers of sample; • Standard procedure. Task: Perform sugar test. Time: 10 minutes /sample. Standard/Criteria: <ul style="list-style-type: none"> • Standard procedure followed; • The result of the test recorded is matching with the test result of the supervisor. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of sugar test; • Procedure of sugar test; • Pros and cons of sugar in milk; • Points to be considered while doing sugar test; • Nepal standard of sugar level in different milk and milk products. 		
Safety/precaution	<ul style="list-style-type: none"> • Standard procedure is critical; • Handle tools, reagents and equipment safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • Test tube, rosacronic acid; • Water and safety wares; • Conc. HCL, resorcinol, soap; • Water and towel. 		

Task number:	43.		
Task statement:	Perform salt test		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Milk sample. Task: Perform salt test Time: 5 minutes /sample. Standard/Criteria: <ul style="list-style-type: none"> • Standard procedure followed; • The result of the test recorded is matching with the test result of the supervisor. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of salt test; • Procedure of salt test; • Effect of salt adulteration; • Points to be considered; • Nepal standard of salt level in different types of milk and milk products. 		
Safety/precaution	<ul style="list-style-type: none"> • Nepal standard is critical; • Handle tools and equipments safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • Potassium dichromate, distilled water; • Test tube, reagent; • Water and safety wares. 		

Task number:	44.		
Task statement:	Perform Methylene Based Reduction Test (MBRT)		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Milk sample; • Standard procedure. Task: Perform MBRT. Time: 10 minutes /sample. Standard/Criteria: <ul style="list-style-type: none"> • Standard procedure followed; • The result of the test recorded is matching with the test result of the supervisor. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of performing MBRT; • Procedure of MBRT test; • Points to be considered while testing MBRT. 		
Safety/precaution	<ul style="list-style-type: none"> • Handle tools/ equipment safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • Test tube, water, safety wares; • Beaker, MB tablet, pipettes and thermometer. 		

Task number:	45.		
Task statement:	Perform standardization of milk.		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Required volume / quantity; • Desired or national standard. Task: Perform standardization of milk. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> • The standardization is as per the given volume / quantity; • The product is prepared as per the given/desired standard. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of standardization of milk; • Different milk and milk products; • Nepal's standard of milk (fat -3%, SNF- 8%, acidity - 0.4-0.5%); • Points to be considered while standardizing milk; • Procedure of preparing standard milk. 		
Safety/precaution	<ul style="list-style-type: none"> • Given Nepal standard is vital; • Handle tools/ equipment safely; • Handle milk carefully. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • Raw milk, pasteurizer, homogenizer; • Deodorizer, cream separator; • Storage VAT/Cilo, calculator, blender; • Hot water, cold water, boiler; • Fire wood, electricity, gas/coal; • Skimmed milk powder, generator; • Packaging machine and packaging roll. 		

Task number:	46.		
Task statement:	Prepare whole milk (processed milk)		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume of whole milk; Nepal standard. Task: Prepare whole milk / processed milk. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> The product is prepared as per the given standard; Prepared whole milk is as per the required volume. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of whole milk; Different among whole milk and other milk; Procedure of preparing whole milk; Nepal's standard of whole milk; Points to be considered while preparing whole milk. 		
Safety/precaution	<ul style="list-style-type: none"> Nepal standard of whole milk is vital; Handle tools/equipment safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Raw milk, pasteurizer, homogenizer, deodorizer, cream separator; Storage VAT/Cilo, calculator, blender, hot water, cold water, boiler; Firewood, electricity, gas/coal, skimmed milk powder; Generator, packaging machine and roll. 		

Task number:	47.		
Task statement:	Prepare skimmed milk		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Given volume; Prescribed standard. Task: Prepare skimmed milk. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Prescribed standard followed; Final product's is prepared as per the given standard (Texture, color, smell, acidity is between 0.14-0.15 %, fat is zero, SNF is 8%). 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of skimmed milk; Composition of skimmed milk; Procedure of preparing skimmed milk; Points to be considered while preparing skimmed milk. 		
Safety/precaution	<ul style="list-style-type: none"> Handle tools/ materials/ equipment safely; Use safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Dairy plant; Pasteurized section; Homogenizer; Nutrients to be added and milk bottle. 		

Task number:	48.
Task statement:	Prepare skimmed milk powder.
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Required volume/quantity; • Prescribed standard. Task: Prepare skimmed milk. Time: N/A. Standard/Criteria: <ul style="list-style-type: none"> • Prescribed standard followed; • Final product's is prepared as per the given standard (texture, color, smell, acidity is between 0.14-0.15 %, fat is zero, SNF is 8%).
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of skimmed milk; • Composition of skimmed milk; • Procedure of preparing skimmed milk; • Points to be considered while preparing skimmed milk.
Safety/precaution	<ul style="list-style-type: none"> • Handle tools/ materials/ equipment safely; • Use safety wares.
Tools, equipment and materials	<ul style="list-style-type: none"> • Dairy plant, pasteurized section, homogenizer; • Nutrients to be added and milk bottle.

Task number:	49.		
Task statement:	Prepare paneer		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Desired quantity to be prepared; • Desired standard of fat, SNF, moisture, acidity. Task: Prepare paneer. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> • The product is prepared as per the given standard; • The texture found is smooth; • Color found is white; • Pleasant flavor is presented; • Moisture content is found below 70%. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of paneer; • Nepal's standard of paneer; • Points to be considered while preparing paneer; • Procedure of preparing paneer. 		
Safety/precaution	<ul style="list-style-type: none"> • Handle tools, equipment and materials safely; • Nepal standard of paneer is vital while preparing paneer. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • Paneer vat; • Pressing machine; • Coagulation tank; • Citric acid; • GDL (Glucano Delta Lactone) acid. 		

Task number:	50.		
Task statement:	Prepare Chhena		
Level of task:	Significance	Ease	Occurence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume/quantity of chhena; Nepal standard or desired standard. Task: Prepare chhena. Time: 30 minutes /lot. Standard/Criteria: <ul style="list-style-type: none"> The product is prepared as per the given/desired quantity; The product is prepared as per the given standard (texture, color, smell, taste). 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of chhena; Common types of chhena; Points to be considered while preparing chhena; Procedure preparing chhena. 		
Safety/precaution	<ul style="list-style-type: none"> Texture, colour, smell and taste is vital; Handle tools/ equipment safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Mouseline cloth, net, milk, citric acid/ vinegar, acetic acid; Hanger and coagulation VAT. 		

Task number:	51.		
Task statement:	Prepare ghee		
Level of task:	Significance	Ease	Occurence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required quantity or volume of ghee; Nepals standard or desired standard. Task: Prepare ghee. Time: 20 minutes /kg. Standard/Criteria: <ul style="list-style-type: none"> The product is prepared as per the given quantity; The product is prepared as per the given standard; Nepal's standard of ghee is maintained; The performance is found free from waste or spill. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and Importance of ghee; Composition of ghee; Value of RM (Richard Meissle value); Acid value, moisture, free fatty acid value, peroxide value; Points to be considered while preparing ghee; Procedure of making ghee. 		
Safety/precaution	<ul style="list-style-type: none"> Handle tools ,equipment and materials safely; Handle hot ghee safely; Heating temperature and duration is vital. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Butter, heating pan, ghee, boiler vat; Container, stove, gas, steam, energy/fuel and agitator. 		

Task number:	52.		
Task statement:	Prepare ice - cream		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required quantity of ice-cream; Nepal Standard or desired standard. Task: Prepare ice –cream. Time: 30 minutes /unit. Standard/Criteria: <ul style="list-style-type: none"> The product is as per the given quantity; Final product is as per given/desired standard; (fat, SNF, flavor, color, sweetner, stabilizer, emulsifier). 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of ice- cream; Composition of ice-cream (fat 12-13%, SNF (18%, over run); Points to be considered while making ice cream; Proceduer of making ice cream. 		
Safety/precaution	<ul style="list-style-type: none"> Fat, SNF, flavor, color, sweetner, stabilizer, emulsifier are vital; Handle tools/ equipment safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Incubation vat, milk; Sugar, flavour, color; Deep freezer, premix vat, emulsifier and butter. 		

Task number:	53.		
Task statement:	Prepare Lassi		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume of Lassi; Nipal standard or desired standard; Task: Prepare Lassi. Time: 20 -30 minutes /unit product. Standard/Criteria: <ul style="list-style-type: none"> Prepared lassi is as per the given standard (colour, smell, taste); Standard procedure followed. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of Lassi; Composition of lassi; Procedure of lassi making; Points to be considered while making lassi. 		
Safety/precaution	<ul style="list-style-type: none"> Colour, smell and taste are vital in product; Handle tools/ materials/ equipment safely; Apply saftey wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Dahi ,milk, flavor, culture; Sugar,stabilizer,incubation room; Blending machine, homogenizer; Plunger, separator and thermome; 		

Task number:	54.		
Task statement:	Make butter milk.		
Level of task:	Significance	Ease	Occurrence
	3	2	2
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume of butter milk; Desired standard or Nepal Standard or sample; Task: Make butter milk; Time: 30 minutes /unit product. Standard/Criteria: <ul style="list-style-type: none"> Final product is prepared as per given standard; (Acidity is 0.14-0.15%; fat is 0.3-0.5%). 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of butter milk; Composition of acidity in butter milk is between 0.14-0.15 %; Composition of fat in butter milk is 0.3- 0.5%; Color, smell, taste are as per the species given standard; Points to be considered while preparing butter milk; Procedure of making butter milk. 		
Safety/precaution	<ul style="list-style-type: none"> Adjust composition or strictly follow the Nepal standard; Handle tools/ materials/ equipment safely; Use safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Pasteurized cream; Butter churner. 		

Task number:	55.		
Task statement:	Make flavored milk.		
Level of task:	Significance	Ease	Occurrence
	3	2	2
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume or quantity of the flavored milk; Nepal standard or desired standard. Task: Make flavored milk. Time: 40 - 45 minutes /unit products or lot. Standard/Criteria: <ul style="list-style-type: none"> Final product is prepared as per prescribed standard; Standard procedure is followed. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of flavoured milk; Composition of flavoured milk; (acidity is between 0.14-0.15 %, fat 1.5% and TS is 11) Points to be considered while preparing flavoured milk; Procedure of making flavoured milk. 		
Safety/precaution	<ul style="list-style-type: none"> Acidity, fat% and desired flavor is vital; Handle tools/ materials/ equipment safely; Apply safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Sugar, SMP Skimmed Milk powder; Permitted color, milk; Flavour, sterilizer, stabilizer, bottle, plunger and filling machine. 		

Task number:	56.		
Task statement:	Prepare fortified milk		
Level of task:	Significance	Ease	Occurrence
	3	2	2
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required quantity or volume of fortified milk; Nepal standard or desired standard; Fortified formula. Task: Prepare fortified milk. Time: 40 - 45 minutes /lot or unit product. Standard/Criteria: <ul style="list-style-type: none"> Final product is prepared as per given/desired standard; The performance is done maintaining free from waste. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of fortified milk; Composition of fortified milk (vitamin A, D, zinc, iron, folic acid); Points to be considered while preparing fortified milk; Procedure of making fortified milk flavour milk. 		
Safety/precaution	<ul style="list-style-type: none"> Composition of fortified milk is crucial; Handle tools/ materials/ equipment safely, apply safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Milk, sterilizer, plunger, blender, filling machine ; Vitamin A, D, zinc, iron, folic acid, packeging machine and packeging materials. 		

Task number:	57.		
Task statement:	Prepare yak Cheese.		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume or quantity of yak cheese; Nepal standard or desired standard or sample yak cheese; Preparation flow chart of yak cheese making. Task: Prepare yak Cheese. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Standard procedure followed as per the given flow chart; Products is prepared as per the given sample (Color, texcture, smell, taste). 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of yak cheese; Difference between yak cheese and Kanchan cheese; Nutrients contents in yak cheese; Points to be considered while preparing yak cheese; Nepal standard of yak cheese; Procedure of making yak cheese. 		
Safety/precaution	<ul style="list-style-type: none"> Flow chart is vital to prepare yak cheese; Handle tools/ materials/ equipment safely; Apply safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Large stock pot, starter cultures, fresh Cheese culture, calcium chloride; Vegetable rennet, cheese salt, butter muslin, thermometer, measuring spone; Measuring cup, long-handled spoon, cheesecloth, large bowl; Long knife, colander, slotted spoon, cooling rack, and cooking arrangement. 		

Task number:	58.		
Task statement:	Kanchan cheese		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume or quantity of Kanchan cheese; Prescribed standard or sample of Kanchan cheese; Preparation flow chart. Task: Prepare Kanchan cheese. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Final product is as per given standard or sample (texture, color, smell, taste); Standard procedure followed; Hygiene maintained during the whole process. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of Kanchan cheese; Difference between Kanchan and Yak cheese; Procedure of cheese making; Nutrients contents in Kanchan cheese; Points to be considered while Kanchan cheese; Nepal standard of Kanchan cheese. 		
Safety/precaution	<ul style="list-style-type: none"> Flow chart is vital to prepare Kanchan cheese; Handle tools/ materials/ equipment safely; Use safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Large stock pot, starter cultures, fresh cheese culture, calcium chloride; Vegetable rennet, cheese salt, butter muslin, thermometer, measuring sponge; Measuring cup, long-handled spoon (or skimmer) cheese cloth, colander; Large bowl, long knife, slotted spoon, cooling rack, cooking arrangement. 		

Task number:	59.		
Task statement:	Make Chhurpi		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume or quantity of Chhurpi; Nepal standard or desired standard or customer desire; Types or sample of Chhurpi; Preparation flow chart. Task: Prepare Chhurpi. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Final product is prepared as per given standard (texture, color, smell, taste); Standard procedure followed. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance Chhurpi; Types of Chhurpi; Nutrients contents in Chhurpi; Points to be considered while making Chhurpi; Nepal standard of Chhurpi; Procedure of Chhurpi making. 		
Safety/precaution	<ul style="list-style-type: none"> Texture, color, smell, taste are prime while preparing Chhurpi; Handle tools/ materials/ equipment safely; Use safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Stock pot, butter muslin, thermometer, measuring cup, long-handled spoon; Knife, cooking arrangement, hanging wires, lime, butter milk and; Lemon or anything containing lactic acid. 		

Task number:	60.		
Task statement:	Prepare yoghurt.		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume/quantity; Desired fat % and total solid % or Nepal standard of yoghurt. Task: Prepare yoghurt. Time: 15 minuts /kg product. Standard/Criteria: <ul style="list-style-type: none"> Product is prepared as per the required volume; Product is found as per the given fat and TS percentage or Nepal standard. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of yoghurt; Composition and Nepal standard of yoghurt; Points to be considered while making yoghurt; Procedure of making yoghurt. 		
Safety/precaution	<ul style="list-style-type: none"> Composition of yoghurt is vital; Handle tools, equipment safely; Incubation temperature and culture are critical. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Culture, Incubation room, Incubator; Pasteurizer, homogenizer, cups; Sugar, SMP, batch type vat Packaging pouch, clay pot and milk. 		

Task number:	61.		
Task statement:	Make plain butter		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume or quantity; Nepal standard or desired standard; Task: Make plain butter. Time: 40 minutes /lot or unit product. Standard/Criteria: <ul style="list-style-type: none"> Prescribed procedure is followed; Products is prepared as prescribed standard; Color, smell and texture is found as per the prescribed standard. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance plain butter; Composition of plain butter Make plain; Procedure of preparation of plain butter; Points to be considered while making butter. 		
Safety/precaution	<ul style="list-style-type: none"> Handle tools/ materials/ equipment safely; Use safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Pasteurized cream, culture; Chill water, butter churner, mould; Butter paper, moulds and packaging materials; 		

Task number:	62.		
Task statement:	Make table butter		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume, size and weight; Standard criteria or sample; Task: Make table butter. Time: 40 minutes /unit product or lot. Standard/Criteria: <ul style="list-style-type: none"> Standard procedure is followed; Products is made as per the given standard; Color, smell and texture is achieved as prescribed standard; Package of butter is found as per the given size, weight and quantity or volume. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance table butter; Composition table butter; Package of butter is as per the given size and weight; Procedure of table butter making; Points to be considered while preparing table butter. 		
Safety/precaution	<ul style="list-style-type: none"> Handle tools/ materials/ equipment safely; Use safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Pasteurized cream; Culture, chilled water and butter churner. 		

Task number:	63.		
Task statement:	Prepare Peda		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required quantity of Peda; Criteria or standard or sample. Task: Prepare Peda Time: 30 minutes /unit product or lot. Standard/Criteria: <ul style="list-style-type: none"> Product meet the given standard; Peda is found free from cracks; Peda is found free from preservatives / additives. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of Peda; Standard composition of Peda; Points to be considered while making Peda; Procedure of peda making. 		
Safety/precaution	<ul style="list-style-type: none"> Handle tools/ materials/ equipment safely; Apply safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Tray, table, khuwa; Sugar, energy; Pan, cardamom powder, Peda key. 		

Task number:	64.		
Task statement:	Prepare Khuwa		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume or quantity of Khuwa; Nepal standard or sample (Color, texture, smell and taste). Task: Prepare Khuwa. Time: 3 hours /kg Khuwa. Standard/Criteria: <ul style="list-style-type: none"> Product is prepared as given Nepal standard or sample (Color, texture, smell and taste); Final package is found as per given sample; (Nepal standard - SNF40%, fat content 20-24 %, moisture content 20%). 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of Khuwa; Composition of Khuwa; Points to be considered while making Khuwa; Procedure of making Khuwa. 		
Safety/precaution	<ul style="list-style-type: none"> Maintaining cooking temperature during the process is vital; Handle tools/ materials/ equipment safely; Apply safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Khuwa making machine; Milk, fuel, bucket and tray. 		

Task number:	65.		
Task statement:	Prepare Lalmohan.		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume or quantity of Lalmohan; Nepal standard or desired standard or sample. Task: Prepare Lalmohan. Time: 5 hours /100kg Standard/Criteria: <ul style="list-style-type: none"> Color is found dark red; Lalmohan is found crack less; Lalmohan is prepared spongy; Product is prepared as per the desired standard or sample. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance Lalmohan; Composition of Lalmohan; Points to be considered while preparing Lalmohan; Procedure of preparing Lalmohan. 		
Safety/precaution	<ul style="list-style-type: none"> Gentle heating should be done; Handle tools/ materials/ equipment safely; Use safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Tray, sugar syrup, chhena; Pan, energy, Khuwa; Spices powder, key and cardamom powder. 		

Task number:	66.		
Task statement:	Prepare Gulab Jamon.		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Quantity or volume of Gulab Jamun to be prepared; Nepal standard or desired standard of Gulab Jamun. Task: Prepare Gulab Jamon. Time: 5 hrs. /100 kg. Standard/Criteria: <ul style="list-style-type: none"> Prepared Gulab Jamun is crackless; Prepared Gulab Jamun is spongy; Prepared Gulab Jamun is in uniform in color; Product is free from syrup while serving. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of Gulab Jamun; Composition of Gulab Jamun; Points to be considered while preparing Gulab Jamun; Procedure of preparing Gulab Jamun. 		
Safety/precaution	<ul style="list-style-type: none"> Handle tools/ materials/ equipment safely; Use safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Tray, chhena, pan; Energy, Khuwa; Spices powder; Key and cardamom powder. 		

Task number:	67.		
Task statement:	Make Rasmalai		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume/quantity to be prepared; Desired standard or sample of Rasmalai. Task: Make Rasmalai Time: 30 minutes /Kg products. Standard/Criteria: <ul style="list-style-type: none"> Product is made as per the given quantity; Product is made as per the given standard; Color, taste, smell, texture, crackles are matched with the given sample. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of Rasmalai; Composition of Rasmalai; Procedure of preparing Rasmalai; Points to be considered while preparing Rasmalai. 		
Safety/precaution	<ul style="list-style-type: none"> Desired color, taste, smell, texture and crackles surface are vital; Handle tools/ materials/ equipment safely and apply safety wear. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Cup, chhena, milk, sugar; Spices, pan, tray, gas; Freezer, prepared chhena and concentrated milk. 		

Task number:	68.		
Task statement:	Make Rasberry		
Level of task:	Significance	Ease	Occurence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume/quantity of raspberry; Nepal standard or desired criteria of raspberry. Task: Make Rasberry. Time: 2 hours. /100 kg products. Standard/Criteria: <ul style="list-style-type: none"> The product is made as per the given volume or quantity; Rasbari is made as per the given Nepal standard or desired criteria (texture, color, taste, smell). 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of raspberry; Composition of raspberry; Points to be considered while preparing raspberry; Procedure of preparing raspberry. 		
Safety/precaution	<ul style="list-style-type: none"> Desired texture, color, taste, smell are critical; Handle tools/ materials/ equipment safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Chhena, sugar syrup; Spices powder; Pan, container, Jhajar, Dadu and Paniyo. 		

Task number:	69.		
Task statement:	Make Chamcham		
Level of task:	Significance	Ease	Occurence
	3	2	2
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required volume/quantity of Chamcham; Nepal standard or sample of Chamcham. Task: Make Cham Cham. Time: 2 hours. /100 kg product. Standard/Criteria: <ul style="list-style-type: none"> Prepared Chamcham is as per the given quantity; Cham Cham is made as per the Nepal Standard; The texture, color, taste and smell is as per the given sample. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of Chamcham; Composition of Chamcham; Procedure of preparing Chamcham; Points to be considered while preparing Chamcham. 		
Safety/precaution	<ul style="list-style-type: none"> Texture, color, taste and smell is vital; Handle tools/ materials/ equipment safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Chhena,sugar syrup; Spices powder; Pan, container; Jhajar, dadu, paniyo. 		

Task number:	70.		
Task statement:	Make Pustakari		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Required quantity to be prepared Pustakari; Desired standard or Nepal standard or sample. Task: Make Pustakari Time: 45 mins /Kg Pustakari. Standard/Criteria: <ul style="list-style-type: none"> Product is found as per the required quantity; Pustakari is found brittle; Product is made as per the Nepal standard. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of Pustakari; Composition of Pustakari; Points to be considered while preparing Pustakari; Procedure of preparing Pustakari. 		
Safety/precaution	<ul style="list-style-type: none"> The color, smell and taste as per the sample are vital; Handle tools/ materials/ equipment safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Prepared Khuwa, sugar, nuts; Coconut powder, spices powder; Pan, tray, table, paniyo; Karai, ghee and liquid glucose. 		

Task number:	71.		
Task statement:	Examine packaging materials.		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Volume or quantity to be examine; Packaging materials on arrival; Before or during packaging. Task: Examine packaging materials. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Arrived packaging materials are as per the specification of agreement; Applied packaging materials are damage free; Quality of the materials applied are as per the agreement. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of packaging materials; Common types of packaging materials; Points to be considered while examining; Procedure of examining packaging materials. 		
Safety/precaution	<ul style="list-style-type: none"> Discard faulty packaging material is vital; Apply safety ware. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Packaging materials, specification; Weighing balance ruler; Roll, record files, pen and notebook. 		

Task number:	72.		
Task statement:	Examine packaging of final products		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Final packages of the product; Packaging criteria/standard or sample; Quantity to be packed. Task: Examine packaging of final products. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> Performance is found as per the given quantity; Information provided is as per standard of Nepal; All packaged final products are as per the given sample. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of packaging materials; Types of package and packaging materials; Points to be considered while examining package; Standard criteria of good packaging. 		
Safety/precaution	<ul style="list-style-type: none"> Standard criteria of packaging is vital; Handle tools and equipment safely; Apply safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Specification, weighing balance ruler; Roll, record files, pen and notebook. 		

Task number:	73.		
Task statement:	Store the finished products.		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Quantity of finished products; Standard specification or guideline of storing. Task: Store the finished products. Time: N/A. Standard/Criteria: <ul style="list-style-type: none"> Items are placed separately; Finished products are labelled and labels are visible; Free space is allocated; Specified environmental condition is set as per the requirement of the product. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance storing finished products; Points to be considered while storing finished products; Specified environmental condition requirement for product; Procedure of storing finished products. 		
Safety/precaution	<ul style="list-style-type: none"> Handle safely tools and equipments; Apply safety wares. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Cold room or specified store room, carat, trolley, hydraulic lifter, tray; Sticker, marker, fork lifter and recording formats. 		

Task number:	74.		
Task statement:	Keep record of raw materials		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> List of raw materials; Standard or desired record format; Routine working schedule. Task: Keep record of raw materials. Time: 15 minutes /lot paper. Standard/Criteria: <ul style="list-style-type: none"> Record of raw materials is done as per given forms and formats; Report of consumption of raw materials is submitted to the supervisor; Supervisor accepted the report. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of record keeping; Types of records found in the dairy plant; Points to be considered while record keeping; Meaning and importance of mass balance; Types of raw materials used in the dairy plant. 		
Safety/precaution	<ul style="list-style-type: none"> Standard or accepted format is vital for record keeping; List of raw materials; Ensure his/her work schedule. 		
Tools, equipment and materials	<ul style="list-style-type: none"> List of raw materials applied; Stationery tools and computer. 		

Task number:	75.		
Task statement:	Keep record of milk products.		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Products after production in daily routine; Record format of production record; Task: Keep record of milk products. Time: 15 minutes /lot milk products. Standard/Criteria: <ul style="list-style-type: none"> Record is maintained as per the given quantity and unit; Record is as per given format; Record is updated. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of production record; Types of products in a dairy plant; Points to be considered while record keeping; Mass balance and procedure of recording production record. 		
Safety/precaution	<ul style="list-style-type: none"> Ensure to his/her work is regular routine time; 		
Tools, equipment and materials	<ul style="list-style-type: none"> Forms format or log book; Stationery tools / computer; Final and intermediate products. 		

Task number:	76.		
Task statement:	Keep record of repair and maintenance.		
Level of task:	Significance	Ease	Occurrence
	3	2	2
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Dairy plant; Types of repair and maintenance; List of repair and maintenance slip or request; Regula / routine working schedule. Task: Keep record of repair and maintenance Time: 5 mininutes /event. Standard/Criteria: <ul style="list-style-type: none"> Record is kept as per the given format; Record is maintained latest or updated; Repair and maintenance is completed as per the report. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of repair and maintenance record; Types of repair and maintenance of dairy plant; Types of forms and formate to keep repair and maintenance record; Points to be considered while recording repair and maintenance. 		
Safety/precaution	<ul style="list-style-type: none"> Ensure to his/her work is in daily basis; Using standard forms and formate is vital; Updating the record is also vital. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Maintenance request or report of the inspection; Standard forms and formate or log book; Stationery tools / computer. 		

Task number:	77.		
Task statement:	Perform reporting		
Level of task:	Significance	Ease	Occurrence
	3	3	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Daily routine work during work or after completion of work; Reporting format. Task: Perform reporting Time: 15 minutes /reporting. Standard/Criteria: <ul style="list-style-type: none"> Overall activities are reported daily; Report is prepared as per the given format. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of report and reporting; Points to be considered while preparing report. 		
Safety/precaution	<ul style="list-style-type: none"> Ensure reporting information; Be careful while reporting sensitive matter. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Stationery tools and computer. 		

Task number:	78.		
Task statement:	Perform costing of the products.		
Level of task:	Significance	Ease	Occurrence
	3	1	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Production record; • Cost of investment or investment record. Task: Perform costing of the products. Time: N/A Standard/Criteria: <ul style="list-style-type: none"> • The costing of products is matched with the costing done by the supervisor; • Volume of business transaction is found increasing; • Financial status of dairy processing business is strengthen. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of costing of products; • Factors of production or production components; • Points to be consider while costing of the products; • Competitive market cost of products; • Types of products and service to be marketed; • Total cost of production (labour cost, material cost, overhead cost); • Desired marging or profit ratio. 		
Safety/precaution	<ul style="list-style-type: none"> • Calculation of labour cost, material cost, overhead cost are vital. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • Quantity of production; • List of competitive market price of products and services; • List of production cost or investment, calculator, pen and paper. 		

Task number:	79.		
Task statement:	Display products in exhibition.		
Level of task:	Significance	Ease	Occurrence
	3	2	2
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> • Exhibition site and space or stall; • Types of products to be kept in the exhibition stall. Task: Display products in exhibition Time: 2 hours /exhibition. Standard/Criteria: <ul style="list-style-type: none"> • All products are displayed visually; • Considered free to move for visitors or free from obstacles for visitors; • Products are labelled; • The displaying is as per the given layout or agreement; • Requird explanation / information is given to the visitors. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance products exhibition; • Types of products exhibited and their characterstics; • Points to be considered while placing products in exhibition stall; • Common methods of displaying of products in exhibitioan stall. 		
Safety/precaution	<ul style="list-style-type: none"> • Use PPE set, handle products carfully. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • PPE set, varieties of products to be displayed; • Wheel barrow and copy of layout of exhibition stall. 		

Task number:	80.		
Task statement:	Develop forms and format for record keeping.		
Level of task:	Significance	Ease	Occurrence
	3	2	2
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> Requirement of record keeping; Types of records to be kept. Task: Develop forms and format for record keeping. Time: 15 mintes / type of formate. Standard/Criteria: <ul style="list-style-type: none"> Forms and format covered the given requirement; Form and format are found clear, simple and user friendly; Consistency maintained in the forms and formats. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance of forms and formate for record keeping; Points to be considered while developing forms and formats; Information to be recorded in the dairy plant; Required types of forms and formates for record keeping in dairy plant; Procedure of developing forms and formats. 		
Safety/precaution	<ul style="list-style-type: none"> Maintain consistency of the records; Information to be recorded in the dairy plant are vital. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Papers or register; Pen, scale and computer. 		

Task number:	81.		
Task statement:	Keep production, sells and stock records.		
Level of task:	Significance	Ease	Occurrence
	3	2	3
Terminal performance standard	Given Condition: <ul style="list-style-type: none"> List of information to be recorded; Forms and formats or logbooks of production/sells and stock. Task: Keep production, sells and stock records. Time: 20 minutes /routine work. Standard/Criteria: <ul style="list-style-type: none"> Records kept as per the given forms and formats; Recordes are updated / recent; Informations are not missing; Records are found clear and understandable to the users. 		
Related technical knowledge	<ul style="list-style-type: none"> Meaning and importance productin record, sells record and stock record; Points to be considered while keeping different records; Procedure of keeping records. 		
Safety/precaution	<ul style="list-style-type: none"> Apply approved forms and formate or logbook. 		
Tools, equipment and materials	<ul style="list-style-type: none"> Papers or logbook or forms and formats; Pen, list or preliminary information of production; Sells, and stock. 		

Task number:	82.		
Task statement:	Keep inventory of dairy plant		
Level of task:	Significance	Ease	Occurrence
	3	2	1
Terminal performance standard	<p>Given Condition:</p> <ul style="list-style-type: none"> • Store record and list of tools, equipment, machine; • Previous records of inventory; • Inventory register. <p>Task: Keep inventory of dairy plant.</p> <p>Time: N/A.</p> <p>Standard/Criteria:</p> <ul style="list-style-type: none"> • Inventory kept is as per the given forms and formats; • Each items are counted; • Described the condition of the each items; • Prepared inventory report; • Recommendation made as per the observation done. 		
Related technical knowledge	<ul style="list-style-type: none"> • Meaning and importance of inventory system. • Types of forms and formats to keep inventory of tools and equipment; • Points to be considered while keeping inventory of tools and equipment; • Procedure of keeping inventory of tools and equipment. 		
Safety/precaution	<ul style="list-style-type: none"> • Use PPE set; • Count tools and equipment safely. 		
Tools, equipment and materials	<ul style="list-style-type: none"> • PPE set, recommended forms and formats or store tock register; • Pen, previous records, stored tools and equipment. 		





**Establishing an Employer led
Labour Market Secretariat**

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