

DEPARTMENT OF FOOD SAFETY
GOVT. OF NCT OF DELHI
A-20, LAWRENCE ROAD INDL. AREA
DELHI -110035

No.F.15(1)/DO/HQ/Trg./2013/ 3171-75

Dated: 29/7/13

CIRCULAR

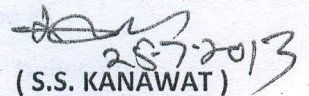
As per Section 30 (c) of the Food Safety & Standards act, 2006, Commissioner of Food Safety is to conduct training or organize training programmes for the personnel of the office of the Commissioner, Food Safety and, on a wider scale, for different segments of food chain for generating awareness on food safety

In order to carry out these functions, the department has made provision under the annual budget for training of personnel and capacity building of FBOs to the tune of Rs.22 lacs per quarter. It has further been decided that Rs.22 lacs will be earmarked for training to be conducted at the HQ level for the entire year and Rs.66 lacs will be provided to the District Officers to conduct training during the 2nd, 3rd and 4th quarters respectively. Therefore, the Designated Officer has to conduct training of FBOs in each district separately for the different categories of FBOs according to the guidelines mentioned below:-

1. Designated Officer of each District should prepare a monthly calendar of training to be organized by them atleast seven days in advance and obtain prior approval of Commissioner Food Safety.
2. While drawing up the calendar of training the subject matter of training and the category of FBOs, to be covered, likely venue of the training and the date of the training should be included.
3. The venue for the training should be preferably hall , office space of market,trade associations, community hall, some other public building, education institution/training centres. In no case training should be organized in a place of entertainment like Banquet hall etc.
4. The Resource Person for the training should be preferably from the members of FSSAI Panel. Otherwise reputed persons from Research/Educational Institution Professional bodies or expert from the reputed industries*should be invited.
5. The expenditure for each training should be restricted to Rs.15,000/- and the honorarium for the expert should be restricted to Rs.2,000 per session.

6. The content of the training is to be developed by Designated Officer(HQ)/Training. This will include Power point Presentation on each subject, handouts for the trainees and information booklets for FBOs.
7. The approval for each training session should be taken separately from the competent authority after following all codal formalities as per GFR and instructions issued by the Finance Department from time to time.

This issues with the approval of Commissioner, Food Safety.


(S.S. KANAWAT)

Spl.Commissioner(Food Safety)

To

1. All Designated Officers, Deptt.of Food Safety.
2. All Branch Incharges, Deptt.of Food Safety.
3. PS to Commissioner, Deptt.of Food Safety.
4. PA to Dy.Director(Admn.)
5. Guard File.

EDP Cell