

F. No. E-12013/01/2019-HR
Food Safety and Standards Authority of India
(A Statutory Authority established under the Food Safety & Standards Act, 2006)
(HR Division)
FDA Bhavan, Kotla Road, New Delhi-110 002

28th November, 2019

Notice

Sub: - Syllabus of written exam for various posts advertised through DR-01/2019 & DR - 02/2019.

Food Safety and Standards Authority of India has issued advertisement for recruitment for various posts on Direct Recruitment basis vide circular no. DR-01/2019 & DR - 02/2019 dated 25th January, 2019 & 26th March, 2019 respectively. In this regard, the post-wise syllabus and examination pattern of the written test has been made available on FSSAI website.

2. The schedule of examination will be published on FSSAI website in due course.

Disclaimer: - The examination pattern & syllabus is only indicative in nature.

POST WISE SYLLABUS/ EXAMINATION PATTERN FOR WRITTEN EXAM FOR DIRECT RECRUITMENT

1. ALL POSTS AT LEVEL 7 AND ABOVE

Pattern Of Exam:

- Mode of exam: Pen and Paper.
- Descriptive paper in English or Hindi
- Time: 120 minutes
- Question paper divided into different parts with varying weightage

Syllabus: Joint Director and Deputy Director

Syllabus	No of questions/ Marks
<p>Part A – Ethics and understanding Management/ strategy/ Leadership/ Ethics or integrity related case study/ situational analysis/ Essay</p>	<p>2Questions *10 (20 marks)</p>
<p>Part B – Food Safety Ecosystem General understanding of food safety ecosystem- National(FSSAI, BIS, Commodity Boards, EIC, AGMARK), Indian Food Safety law, FSSAI roles and functions, Eat Right India and other initiatives of FSSAI</p>	<p>2 Questions* 10 (20 marks)</p>
<p>Part C – Functional/ Technical Knowledge (Candidates to attempt questions from any one out of the three Sections)</p> <p>Section 1 – Admin/ Finance Constitutional framework of government, Union Government and Administration, Parliamentary procedures, General Financial Rules, Service rules for central government employees, RTI Act etc.</p> <p>Section 2 – Law Constitutional and Administrative law, Law of crimes, PCA, Law of Torts, Law of Contracts and Mercantile Law, Cyber laws, Copyright Act etc.</p> <p>Section 3 – Food Science and Technology</p> <p>Food Science and Nutrition: Understanding food hazard, food borne illnesses, water and sanitation, GHP, GAP, HACCP, food allergies, Food Adulteration, Food Nutrition and Food Consciousness, Supplementation, Fortification, Bio-fortification, Genetically Modified Foods, CIB & RC, GEAC, Poor Diet and consequences: Stunting, wasting & anaemia, Life style diseases, Food testing and rapid detection methods, Accuracy and Precision in food testing.</p> <p>Food Safety and Quality: GMP, Auditing and inspections, Food Surveillance, Risk Analysis: Risk Assessment, Risk Communication and Management, Traceability and Recall of Food Products, Popular global cases of recall, Quality control of food at all stages of processing, Safety issues in food packaging materials, Sampling from a lot or process line, Non-destructive food quality evaluation methods, Safety issues of processed foods available in market, Global trends in Food Safety Assurance: Codex, US Food and Drug Administration and Food Safety at European Union, Harmonization of Food Safety Regulations</p> <p>Food Processing and Preservation: Basic principles and methods of Food Preservation: Heat processing, pasteurization, canning, dehydration, freezing, freeze drying, fermentation, microwave, irradiation and chemical additives.Refrigerated and modified atmosphere storage. Aseptic preservation, hurdle technology, alternate-thermal technologies and non thermal processing, New/Novel food additives and preservatives. Safety issues of processed foods available in market.</p>	<p>4 Questions *15 (60 marks)</p> <p>There will be 6 questions in each section. Candidate can attempt questions from any one section only out of the three sections. A total of 4 questions need to be attempted.</p>

Syllabus: Central Food Safety Officer / Technical Officer

Part A: General Ability	
Reading comprehension, Smart Working with MS Office, Mental agility based on case studies/ situational analysis.	2 Q x 10 = 20 Marks
Part B: Food Safety Eco System in India:	
Indian Scenario of Food Safety: Food Safety and Standards Act, 2006 and its Background, The Food Safety and Standards Regulations (FSSR) 2011: Licensing and Registration, Schedule 4 requirements, Recent advances in Packaging and Labelling Requirements, Regulations related to Nutraceuticals and Foods for Special Dietary Uses, Provisions on Organic Food and Non-Specified Food/Food Ingredients, Central Advisory committee and scientific Committee/ panels, Food Import Clearance system, Notified labs and adjudications. Initiatives of FSSAI: Eat Right India, FoSTaC, Food Fortification, Detect Adulteration with Rapid Test (DART), Clean Street Food, BHOG (Blissful Hygienic Offering to God), Food Safety on Wheels, Food Smart Consumer, Codex, Diet for Life etc.,	2 Q x 10 = 20 Marks (out of 3 questions)
Part C:	
Food Science and Nutrition: Understanding food hazard, food borne illnesses, water and sanitation, GHP, GAP, HACCP, food allergies, Food Adulteration, Food Nutrition and Food Consciousness, Supplementation, Fortification, Bio-fortification, Poor Diet and consequences: Stunting, wasting & anaemia, Life style diseases, Food testing and rapid detection methods.	4 Q x 15 = 60 Marks (Out of 6 questions)
Food Quality: GMP Auditing and inspections, Food Surveillance, Food Recall, Quality control of food at all stages processing, Safety issues in food packaging materials, Sampling from a lot or process line, Non-destructive food quality evaluation methods.	
Food Processing and Preservation: Basic principles and methods of Food Preservation: Heat processing, pasteurization, canning, dehydration, freezing, freeze drying, fermentation, microwave, irradiation and chemical additives. Refrigerated and modified atmosphere storage. Aseptic preservation, hurdle technology, alternate-thermal technologies and non thermal processing, New/Novel food additives and preservatives. Safety issues of processed foods available in market.	

Syllabus: Assistant Director (Technical)

<p>Part A: General Ability</p>	
<p>Reading comprehension, Smart Working with MS Office, Mental agility based on case studies/ situational analysis., Food safety and ethics. Working in a team and leading the team at work place.</p>	<p>2 Q x 10 = 20 Marks</p>
<p>Part B: Food Safety Eco System in India:</p>	
<p>Indian Scenario of Food Safety: Food Safety and Standards Act, 2006 and its Background, The Food Safety and Standards Regulations (FSSR) 2011: Licensing and Registration, Schedule 4 requirements, Recent advances in Packaging and Labelling Requirements, Regulations related to Nutraceuticals and Foods for Special Dietary Uses, Provisions on Organic Food and Non-Specified Food/Food Ingredients, Central Advisory committee and scientific panels, Food Import Clearance system, Notified labs and adjudications. Initiatives of FSSAI: Eat Right India, FoSTaC, Food Fortification, Detect Adulteration with Rapid Test (DART), Clean Street Food, BHOG (Blissful Hygienic Offering to God), Food Safety on Wheels, Public private partnership at FSSAI, Food Smart Consumer, Codex, Diet for Life etc.,</p>	<p>2 Q x 10 = 20 Marks (Out of 3 questions)</p>
<p>Part C:</p>	
<p>Food Science and Nutrition: Understanding food hazard, food borne illnesses, water and sanitation, GHP, GAP, HACCP, food allergies, Food Adulteration/ Food Contamination, Food Nutrition and Food Consciousness, Supplementation, Fortification, Bio-fortification, Genetically Modified Foods, Poor Diet and consequences: Stunting, wasting & anaemia, Life style diseases, Food testing and rapid detection methods, Accuracy and Precision in food testing.</p>	<p>4 Q x 15 = 60 Marks (Out of 6 questions)</p>
<p>Food Safety and Quality: GMP, Auditing and inspections, Food Surveillance, Risk Analysis: Risk Assessment, Risk Communication and Management, Traceability and Recall of Food Products, Popular global cases of recall, Quality control of food at all stages of processing, Safety issues in food packaging materials, Sampling from a lot or process line, Non-destructive food quality evaluation methods, Safety issues of processed foods available in market, Global trends in Food Safety Assurance: Codex, US Food and Drug Administration and Food Safety at European Union, Harmonization of Food Safety Regulations</p>	
<p>Food Processing and Preservation: Basic principles and methods of Food Preservation: Heat processing, pasteurization, canning, dehydration, freezing, freeze drying, fermentation, microwave, irradiation and chemical additives. Refrigerated and modified atmosphere storage. Aseptic preservation, hurdle technology, alternate-thermal technologies and non thermal processing, New/Novel food additives and preservatives. Biotechnological and nano technological application in food processing and safety implications, Packaging materials viz. properties and testing procedures, packaging of fresh and processed foods. Shelf life studies.</p>	

Syllabus: Assistant Director

Syllabus	No of questions/ Marks
Part A – Ethics and understanding Management/ strategy/ Leadership/ Ethics or integrity related case study/ situational analysis/ Essay	2 Questions *10 (20 marks)
Part B – Food Safety Ecosystem General understanding of food safety ecosystem, Indian Food Safety law, FSSAI roles and functions, Eat Right India and other initiatives of FSSAI	2 Questions *10 (20 marks)
Part C – Functional/ Technical Knowledge Section 1 Constitutional framework of government, Union Government and Administration, Parliamentary procedures, General Financial Rules, Service rules for central government employees, RTI Act etc. Section 2 Constitutional and Administrative law, Law of crimes, PCA, Law of Torts, Law of Contracts and Mercantile Law, Cyber laws, Copyright Act etc.	(Candidates can attempt question from either section 1 or section 2) 4 Questions *15 (60 marks) out of 6 questions

Syllabus: Administrative Officer

Syllabus	No of questions/ Marks
Part A – General knowledge and Computation skills Reading comprehension, Smart Working with MS Office, Mental agility based on case studies/ situational analysis.	2 Questions *10 (20 marks)
Part B – Food Safety Ecosystem General understanding of food safety ecosystem, Indian Food Safety law, FSSAI roles and functions, Eat Right India and other initiatives of FSSAI	2 Questions *10 (20 marks)
Part C – Functional/ Technical Knowledge Constitutional framework of government, Union Government and Administration, Parliamentary procedures, General Financial Rules, Service rules for central government employees, RTI Act etc.	4 Questions *15 (60 marks) out of 6 questions

Syllabus:Senior Manager

Syllabus	No of questions/ Marks
Part A – Ethics and understanding Management/ strategy/ Leadership/ Ethics or integrity related case study/ situational analysis/ Essay	1 (20 marks)
Part B – Food Safety Ecosystem General understanding of food safety ecosystem, Indian Food Safety law, FSSAI roles and functions, Eat Right India and other initiatives of FSSAI	2 Questions *10 (20 marks)
Part C – Functional/ Technical Knowledge Section-1 Communication theories: concept and process; Media laws, ethics and regulations; corporate communication; writing for traditional media (newspapers, magazines, radio, television etc) and new media (website, blogs, twitter, Facebook etc.); Advertising principles and concepts, Media planning, campaign planning; Advertising, Marketing and PR Research; Section-2 Work psychology and organisational behaviour, Community psychology, application of psychology in Mass Media and information technology, psychological problem of social integration, psychology and economic development; Laws on social security, Industrial relations and compensation;	3 (60 marks) Section one will contain 4 questions and section two will contain 3 questions. One question from section 1 is compulsory.

Syllabus: Manager

Syllabus	No of questions/ Marks
Part A – Ethics and understanding Management/ strategy/ Leadership/ Ethics or integrity related case study/ situational analysis/ Essay	1 (20 marks)
Part B – Food Safety Ecosystem General understanding of food safety ecosystem, Indian Food Safety law, FSSAI roles and functions, Eat Right India and other initiatives of FSSAI	2 Questions *10 (20 marks)
Part C – Functional/ Technical Knowledge Section-1 Communication theories: concept and process; Media laws, ethics and regulations; corporate communication; writing for traditional media (newspapers, magazines, radio, television etc) and new media (website, blogs, twitter, Facebook etc.); Advertising principles and concepts, Media planning, campaign planning; Advertising, Marketing and PR Research; Section-2 Work psychology and organisational behaviour, Community psychology, application of psychology in Mass Media and information technology, psychological problem of social integration, psychology and economic development; Laws on social security, Industrial relations and compensation; Section-3 Library classification, information sources, services and users, information and communication technology, library automation and networking, library management	3 Questions * 20 (60 marks) Section one will contain 4 questions whereas sections 2 and 3 will have 3 questions each. One question from section 1 will be compulsory. Rest of the 2 questions attempted should be from only one out of the 3 sections.

Syllabus: Deputy and Assistant Manager

Syllabus	No of questions/ Marks
Part A – Computational skills Reading comprehension, Smart Working with MS Office, Mental agility based on case studies/ situational analysis.	1 (20 marks)
Part B – Food Safety Ecosystem General understanding of food safety ecosystem, Indian Food Safety law, FSSAI roles and functions, Eat Right India and other initiatives of FSSAI	2 Question* 10 (20 marks)
Part C – Functional/ Technical Knowledge Section 1 Communication theories: concept and process; Media laws, ethics and regulations; corporate communication; writing for traditional media (newspapers, magazines, radio, television etc) and new media (website, blogs, twitter, Facebook etc.); Advertising principles and concepts, Media planning, campaign planning; Advertising, Marketing and PR Research; Section 2 Work psychology and organisational behaviour, Community psychology, application of psychology in Mass Media and information technology, psychological problem of social integration, psychology and economic development; Laws on social security, Industrial relations and compensation; Section 3 Library classification, information sources, services and users, information and communication technology, library automation and networking, library management	3 Questions * 20 (60 marks) Section one will contain 4 questions whereas sections 2 and 3 will have 3 questions each. One question from section 1 will be compulsory. Rest of the 2 questions can be attempted from only 1 out of the 3 sections.

2. ALL INFORMATION TECHNOLOGY POSTS (except IT Assistant)

a) Pattern Of Exam:

- Mode of Exam: Computer and Pen & Paper
- Descriptive paper in English or Hindi
- Time: 120 minutes

Syllabus: Senior Manager(IT)

Subject and Syllabus	Number of Questions/ Marks
PART-A -40% (Aptitude &Understanding)	
Management/Strategy/Leadership/Ethics or Integrity related Case Study/ Situational Analysis/ Essay.	1 question (20 marks)
General understanding of Food Safety Eco-system - National and International Food Safety Laws, FSSAI - Roles and functions; Government of India programmes in Food Safety and Nutrition.	1 question (20 marks)
PART B - 60% (Functional/Technical Knowledge)	
<ul style="list-style-type: none"> • Development Methodologies: Software Development Lifecycle and various methodologies like Waterfall, Spiral, Prototyping, Incremental, AGILE etc. Software Quality Management 	1 Project Based question with sub-parts (30 marks)
<ul style="list-style-type: none"> • Technology trends: Business Intelligence, Single sign-on techniques. 	
<ul style="list-style-type: none"> • Cloud Computing: Architecture of IaaS, PaaS and SaaS; Virtualization; Cloud security; Amazon Cloud Web Services and National Cloud Services 'Meghraj'; Cloud Services offered by IBM and Google, Government Community Cloud and knowledge of Government Guidelines on GCC • Software Architecture: Service Oriented Architecture, Web based • Architecture, MVC architecture and its advantages; Knowledge of Docker and other container platforms. 	2 questions of 15 marks each out of 3 questions (30 marks)
<ul style="list-style-type: none"> • Software Quality Management: Knowledge of Configuration management, Quality assurance and control. Version control etc. 	
<ul style="list-style-type: none"> • Server-side technologies: Modern tools to build RESTful web services, JQuery and web technologies, Microservices, APIs; web and mobile applications using variety of technologies such as Android, iOS, Java, PHP, CSS, Ajax and .NET 	
<ul style="list-style-type: none"> • Cyber Security: Knowledge of IT Act, Security Audit, OWASP top ten vulnerabilities like Cross Site Scripting (XSS), SQL injection etc.; security appliance like UTM, IPS etc. 	
<ul style="list-style-type: none"> • Database: Relational Database Techniques, Open Source Relational Databases like MySQL, PostgreSQL etc. Proprietary database like MSSQL 	
<ul style="list-style-type: none"> • Knowledge of Web 2.0 Technologies, Integrated website of FSSAI and FSSAI echo system, Online applications and software initiatives 	

Syllabus: Assistant Manager (IT)

Subject and Syllabus	Number of Questions /Marks
PART-A 40% (Aptitude & Understanding)	
Management/Strategy/Leadership/Ethics or Integrity related Case Study/ Situational Analysis/ Essay.	1 question (20 marks)
General understanding of Food Safety Eco-system – National and International Food Safety Laws, FSSAI – Roles and functions; Government of India programmes in Food Safety and Nutrition.	1 question (20 marks)
PART-B 60% (Functional/Technical Knowledge)	
<ul style="list-style-type: none"> • Technology trends: Business Intelligence, Single sign-on techniques. • Development Methodologies: Software Development Lifecycle and various methodologies like Waterfall, Spiral, Prototyping, Incremental, AGILE etc. Software Quality Management • Software Architecture: Service Oriented Architecture, Web based Architecture, MVC architecture and its advantages; Knowledge of Docker and other container platforms. 	1 Project Based question with sub-parts (30 marks)
<ul style="list-style-type: none"> • Server-side technologies: modern tools to build RESTful web services, JQuery and web technologies, Microservices, APIs; web and mobile applications using variety of technologies such as Android, iOS, Java, PHP, CSS, Ajax and .NET; To write a program (<i>To compute Factorial of a Number; Power of 2 or Fibonacci Series, prime Number, to remove duplicates value from a given array</i>) using any platform, Java or PHP or .NET. • Cyber Security: Knowledge of IT Act, Security Audit, OWASP top ten vulnerabilities like Cross Site Scripting (XSS), SQL injection etc.; security appliance like UTM, IPS etc. 	2 questions of 15 marks each out of 3 questions (30 marks)
<ul style="list-style-type: none"> • Database: Relational Database Techniques, Open Source Relational Databases like MySQL, PostgreSQL etc. Proprietary database like MSSQL. • Knowledge of Web 2.0 Technologies, Integrated website of FSSAI and FSSAI echo system, Online applications and software initiatives 	

3. ALL POSTS AT LEVELS 6 AND BELOW

a) Pattern Of Exam

- Mode of exam- Pen and Paper (+ Computer for IT assistant)
- Skill Test wherever applicable
- Descriptive paper in English or Hindi
- Time: 120 minutes

Syllabus: Assistant, Junior Assistant Grade-I

PART A (75% weightage)	
Acquaintance with Basics of Grammar Correcting the Common Errors in English related to the Usage of Tenses, Active and Passive Voice, Prepositions, Articles, Nouns, Pronouns, Adjectives, Adverbs, Simple and Complex Sentences, Conjunctions, etc.	20 Marks
Precis Writing Qualities of a Good Precis, Uses of Precis Writing, Difference between Summary and Precis, steps in Formatting a Precis, Writing a Precis of the Given Paragraph	20 Marks
Letter Writing The Form of Letters, Classification of Letters, Social letters, Business letters, Letters of Applications, Letters to Newspapers	20 Marks
Comprehension Reading the Unseen Passage Critically, Comprehending it, Answering the questions given at the end	15 Marks
Part B (25% weightage)	
Roles, Function and Initiatives of FSSAI	
Food Safety and Standards Act, 2006 and its Background, Food Safety enforcement roles and responsibilities of FSSAI & states, Initiatives of FSSAI: Eat Right India, FoSTaC, Food Fortification, Detect Adulteration with Rapid Test (DART), Clean Street Food, BHOG (Blissful Hygienic Offering to God), Food Safety on Wheels, Food Smart Consumer, Codex, Diet for Life etc.	1 Q x 10 = 10 Marks (out of 2 questions) 1 Q x 15 = 15 Marks (out of two questions)

Syllabus: IT Assistant

Subject and Syllabus	Weightage
<ul style="list-style-type: none">• Basic knowledge of computer generation; input output devices; Storage devices - advantages and disadvantages; Computer memories; Operating system with merits and demerits; Installation of OS and software, Antivirus tools, etc.• Data communication protocol; structure of TCP/IP; Networking Topologies, LAN, WAN; Routers, Switches; Bridges, Gateways; IP Addresses (IPv4) etc.• Creation of e-mail account; POPUP and Web Base e-mail; Web Browsers; FTP; Subnet mask; SSL, TLS, Firewall, HTTP and HTTPS; HTML, HTML5, XML; Video Conferencing techniques;• Microsoft Office: Word, Excel, PowerPoint; Basic knowledge of DBMS• Integrated website of FSSAI and FSSAI echo system, Online applications and software initiatives	5 questions of 15 each out of 7 questions (75 Marks)
Food Safety ecosystem	1 question (15 Marks)
IT initiatives of FSSAI	1 question (10 marks)

Syllabus: Hindi Translator

Part 1.	Two passages for translation (Total 50 marks): Translation from Hindi to English Translation from English to Hindi	Hindi to English: 25 Marks English to Hindi: 25 Marks (2 questions)
Part 2.	Translation : Principles & Practices	10 marks (1 question)
Part 3.	Official Language Policy of Indian Union	10 Marks (1 question)
Part 4.	Technical Terminology or Essay writing in Hindi	20 Marks (1 question with internal choice)
Part 5.	Noting & Drafting or Precis Writing in Hindi	10 Marks

Syllabus: Personal Assistant

PART A (60 Marks)	
<p>1. <u>Basics of Grammar</u></p> <p>Common Errors in English related to the proper usage of Tenses, Prepositions, Articles, Nouns, Adverbs, Adjectives, Active & Passive Voice, Clauses etc.</p>	20 Marks
<p>2. <u>Essay Writing</u></p> <p>Characteristics of a Good Essay, Classification of Essays, Hints on Essay writing, Method of Collecting Materials, Bare Outline, Full Outline, Writing the Essay.</p>	20 Marks
<p>3. <u>Letter Writing and Application</u></p> <p>The Seven C's of Letter Writing, Significance, Purpose, Structure, Additional Elements, Layout, Social Letters, Business Letters, Letters of Application, Letters to Newspapers</p>	20 Marks
PART B (40 Marks)	
<p>1. <u>Precis Writing</u></p> <p>Qualities of a Good Precis, Uses of Precis writing, Difference between summary and Precis, Steps in Precis Writing Exercise, Writing a Precis of the Given Paragraph,</p>	20 Marks
<p>2. <u>Comprehension</u></p> <p>Reading the Unseen Passage critically and answering the questions given at the end</p>	20 Marks

In Part A, there may be internal choices but in Part B, there may not be any choice.