

QCI/PADD/HRAA/TP5\_Feb 2024

Date: 06 Feb 2024

**Subject: Hygiene Rating (HR) Auditor Training Program under HRAA Scheme**

Building on the success of our previous trainings, we are pleased to announce that PADD, QCI is excited to organize the fifth training session for the Hygiene Rating Auditors. This training program is being conducted under the esteemed guidance of FSSAI for HR auditors under HRAA Scheme.

1. HRAAs are encouraged to nominate their auditors for the training program by submitting the pre - requisite documents as mentioned below in zip folder to [roanak.kumar@qcin.org](mailto:roanak.kumar@qcin.org) (separate zip folder should be submitted for each auditor and the zip folder name should contain only the full name of the auditor in capital letters).
  - i Highest degree certificate
  - ii Auditor CV
  - iii Audit log
  - iv Letter of engagement with the HRAA: full time and empaneled auditors
2. HRAAs shall nominate the auditor's due for HRA training by submitting the HR auditors training certificate to [roanak.kumar@qcin.org](mailto:roanak.kumar@qcin.org) (file name should contain only full name of the auditor in capital letters).
3. Modalities:
  - i. HRAAs are requested to nominate and register the auditors fulfilling the requirements as mentioned in the HRAA scheme (you may please refer to Annexure – 1 for ready reference of auditor's requirements).
  - ii. Only the auditors nominated and registered by the HRAAs through the registered mail id on or before **19 Feb 2024** will be accepted.
  - iii. The request from individual auditors for the training program will not be accepted.
  - iv. Only shortlisted auditors fulfilling the requirements will be invited for the training program. (On first come basis)
  - v. The auditors not fulfilling the requirements will not be invited and the fee paid will be forfeited.
  - vi. The HRAA shall seek an undertaking from all the nominated participants not to approach QCI with individual queries and grievances which shall be only forwarded by the respective HRAAs to QCI.
  - vii. In case a HRAA terminates on the basis of result, QCI holds no liability for the same.

Mail communication on the above mentioned subject will also be sent to all the HRAAs (recognised, provisionally recognised and applicants) for nomination and registration of their auditors.

Please refer Annexure - 2 for the administrative details of the training program. The agenda of the training program will be shared with the shortlisted auditors in due course of time.

Mr. Roanak Kumar  
SPOC - HRAA Scheme  
PAD Division, QCI

**Requirements of Hygiene Rating Auditors**

The minimum requirements that need to be fulfilled to be a Hygiene Rating auditor:

1. Education: Bachelor's degree in Food or Dairy or Fisheries or Oil Technology or Biotechnology or Agricultural or Veterinary Sciences or Bio-chemistry or Microbiology or Chemistry or Catering Technology or Hotel Management from a recognized university;
2. Experience: The auditor must have at least 30 man-days audit experience in food sector.

*Note: It is preferred that the auditors have audit experience in food service sector.*

**Details of HR Auditors Training Program****1. HRAA Hygiene Rating Auditor Training Program (Qualifying & Refresher)**

Batch	HRAT27FEB2024
Venue	Location – INSA, Delhi
Date	27-Feb-2024
Time	9am - 6pm
Registration fee per auditor	Rs. 4000/- (+GST) = Total Rs. 4720/-
Link for registration	<a href="https://forms.gle/m3pZGykXPugFfCXw8">https://forms.gle/m3pZGykXPugFfCXw8</a>
<b>Last date for nomination and registration</b>	<b>19 Feb 2024 (till 11.59 pm)</b>

Note: QCI may reserve the rights to cancel the training program/postpone the dates of the training program before 2 days from the date of schedule.