

*(HACCP Study and implementation of ISO Systems for assuring quality of milk value chains Of WAMUL)*



# Purabi

May' 2020

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# The West Assam Milk Producers' Co-operative Union Ltd.

## PURABI DAIRY

### TERMS OF REFERENCE

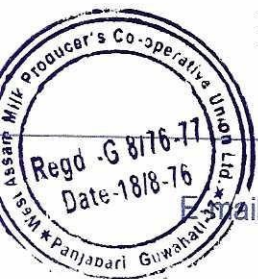
**WAMUL: APART: LMP ISO Con: 2020-21: 02**

**Dated the 18th May 2020**

For Hiring of Consultancy Services to undertake ISO 9001:2015/ISO 22000:2005/HACCP Study and implementation of ISO systems for assuring quality of milk value chain of Purabi Dairy of The West Assam Milk Producers' Cooperative Union Limited under the World Bank financed Assam Agribusiness and Rural Transformation Project (APART)

### **PROJECT & ASSIGNMENT BACKGROUND:**

1. The Government of Assam (GoA) through Government of India (GoI) has received/obtained a loan from the World Bank for the Assam Agribusiness and Rural Transformation Project (APART). Assam Rural Infrastructure and Agricultural Services (ARIAS) Society, Government of Assam is the apex coordinating and monitoring agency for APART. The West Assam Milk producers' Cooperative Union Limited (WAMUL) popularly known as Purabi Dairy is the agency for implementing activities under the "Formal Dairy Sector" subcomponent of APART.
2. The development objective of APART is "add value and improve resilience of selected agro value chains focusing on smallholder farmers and agro-entrepreneurs in targeted districts of the State of Assam"
3. There are four components to the project: **The first component (A)** is Enabling Agro enterprise Development, with sub components being (i) enhancing state capacity to attract private investments, (ii) setting up of an Enterprise Development and Promotion Facility (EDPF) (iii) setting up of an Agribusiness Investment Fund (AIF) (iv) establishing stewardship councils. **The second component (B)** is Facilitating Agro Cluster Development with sub-components being- (i) support establishment of cluster level Industry Associations (IAs), (ii) supply chain support. **The third component(C)** is Fostering Market Led Production and Resilience Enhancement with sub components being (i) promoting climate resilient technologies and their adoption (ii) Facilitating market linkages through market intelligence and product aggregation (iii) Facilitating access to and responsible use of financial services. **The fourth component** is project Management, Monitoring and Learning.
4. The project will achieve the proposed PDO by: (i) promoting investments in agro-enterprises, reducing the business and transaction costs, facilitating access to finance for agribusiness entrepreneurs, and, where appropriate, push for process, regulatory and/or policy change; (ii) supporting the development of a modern agro supply chain; improved information communication technologies (ICT) based farm information and intelligence services, and alternative



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marketing channels; and (iii) improving producers' access to knowledge, technologies and infrastructure so that they are able to respond to market opportunities and climate variability. To achieve the PDO, the project will adopt a cluster approach both in terms of production (production clusters) and processing (enterprise clusters)

\* TLPD stands for Thousand Liters per Day

5. The West Assam Milk Producers' Co-operative Union Limited (WAMUL), a State level Cooperative Union of Assam was setup by the Government of Assam in 1978 and registered under the Assam Cooperative Societies Act, 1949. At present over 9000 dairy farmers are associated with WAMUL covering 06 districts in its area of operation. WAMUL is the apex milk cooperative union of the entire North East region and is manufacturing and selling milk and milk products under the brand name *Purabi*.

#### **ROLE OF WAMUL UNDER APART:**

WAMUL will be the implementing agency for the Third Component C - and sub-component - C.1.3.1 -Milk value chain: Formal sector .The focus of this value chain is productivity enhancement by organizing farmers into Milk Producers Institutions (MPIs) that eventually will get registered as Dairy Cooperative Societies (DCS) and genetic up gradation of Non-descript cows using Artificial insemination, improved feeding through Fodder production demonstration, etc. The project will also install Bulk Milk Coolers (BMC) for handling increased volume of raw milk procurement and maintaining the quality till it is transported to the Processing plant. Solar powered data processor based milk collection units (DPMCU) will be installed at each DCS to ensure transparency in milk reception, weight measurement and quality testing for making producers payments. The project will be leveraging the liquid milk processing and product manufacturing capacity of WAMUL.

#### **OBJECTIVE OF THE CONSULTANCY SERVICE:**

6. To obtain ISO 9001:2015/ISO 22000:2005/HACCP certification for creating unparalleled quality hallmark for its milk and milk products.

#### **SCOPE OF THE CONSULTANCY SERVICE AND TASK TO BE PERFORMED:**

7. The following activities will be undertaken to design, develop and implement systems at WAMUL for enabling its ISO Certification :
- Training and awareness to all core personnel consisting of personnel from area of veterinary, procurement/ field operation, Plant processing, Engineering, Quality Assurance (QA), Marketing involved with the Food Safety Management System.
  - Training and Development programme for internal auditor
  - Record and assessment of training Review and Gap assessment
8. The Consultancy agency would undertake the following tasks:
- Design, Development/ modification & Documentation**
    - Scope of the ISO Certification: Dairy Plant



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- ii. Formation of a Multidisciplinary Food Safety Team
- iii. Providing inputs in designing flow diagram as per guide line
- iv. Assist onsite verification of flow diagram by Food Safety Team
- v. Describe products and its intended use
- vi. Conduct Hazards Assessment in each process Step. HACCP work sheet .....OPRP (Operational Prerequisite Program), Pre-requisites Program
- vii. Control Measure Assessment. Determine Critical Control Points(CCPs) by using decision Trees and establish limit (CCPs and OPRPs)
- viii. Measurement, monitoring and verification plan
- ix. Elaboration of final version of the manual, Mandatory Procedures, SOP, Work instructions/ Records, documentation etc. as per requirement of the Standards
- x. All mandatory records and documents
- xi. Quality and Food Safety plan
- xii. SSOP (Sanitation standard operating procedure) and GMP manual
- xiii. Specification of all Products, Packaging material and ingredients
- xiv. Listing out required Legal documents
- xv. Details of Personnel hygiene
- xvi. Providing inputs in Organogram/ Organizational structure
- xvii. Designing Recall and withdrawal procedure
- xviii. Emergency preparedness ...Fire fighting
- xix. Designing Customers complaint and Feedback procedure

**b. Implementation**

- i. Calibration of plant equipment/ QC lab equipment
- ii. Preventive maintenance
- iii. Plant hygiene
- iv. Management review and frequency

**c. Internal Audit**

Participation in an initial series of internal audits, together with internal auditors, to provide them the additional training (including writing audit report and reports of non-conformities) and closing of NCs.

**d. Corrective action taken , Preventive Action taken and NC closure**

**e. Application for certification & facilitation**

**DURATION OF CONSULTANCY ASSIGNMENT:**

9. i-The initial study, assessment, design, development and documentation to be completed within six months.

ii-Consultancy for implementation, reviews etc. till overall completion including obtaining of ISO/ HACCP certification is expected to be completed by another 18 months.

**DELIVERABLE & PAYMENT SHCHEDULE:**

10. The payment towards the charges for ISO/ HACCP study shall be as per the following schedule:



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Particulars	Payment %
After completion of training and awareness programme	10
After the completion of review and gap assessment	20
After the completion of design, development/modification & documentation	40
After the completion of Internal Audit and NC closure	20
After the completion of external audit for certification	10

### 11. APPROACH, METHODOLOGY & STAFFING

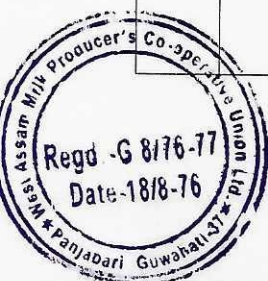
**Team** - To undertake ISO 9001:2015/ISO 22000:2005/ HACCP Study and implementation of ISO systems) consists of following key experts and professionals:

- I. Resource Consultant
- II. Auditor
- III. Documenter

### 12. KEY PROFESSIONALS WHOSE CV WILL BE EVALUATED

The Agency/ Firm/Company/Organisation needs to deploy the following key staff.

Sl.No.	Position	Qualification	Experience	Roles and Responsibilities
<b>For ISO 9001:2015/ISO 22000:2005/ HACCP Study</b>				
1.	Resource Consultant	BE/ B Tech/ MSc/ M Tech/ B Sc Dairy/ Food Science/ B Sc/ M Sc Dairy / Food Science/ M. Sc Animal Husbandry/ BVSc/MVSc	Minimum of 08 years of auditing experience in QMS ISO 9001/FSMS ISO 22000/HACCP of milk processing plant	a) To advise organisation, review and gap assessment, planning and implementation pathways and time line. b) To assist in documentation, implementation to ensure clause by clause compliance and corrective measures. c) To ensure of conduct of internal audit and report preparation assistance. d) To ensure closure of NC during external audit- assistance.
4.	Auditor	BE/ B Tech/ MSc/ M Tech/ B Sc	3-4 years of experience in	To conduct audit and submission of report.



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		Dairy/ Food Science/ B Sc/ M Sc Dairy / Food Science/ M. Sc -Animal Husbandry /BVSc/MVSc having qualified internal auditor certificate	QMS/FSMS/HAC CP auditing	
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**REVIEW AND MONITORING OF THE ASSIGNMENT:**

13. The consultants shall prepare and submit a detailed programme/ bar chart indicating schedule of execution of the studies/ works under the scope of this contract within 30 days of signing the agreement.
14. The progress of assignment would be monitored by a committee, constituted by WAMUL against the deliverables developed or to be developed by the Consultant to undertake studies for certification of ISO 9001:2015/ISO 22000:2005/HACCP of Purabi Dairy of The West Assam Milk Producers' Cooperative Union Limited.

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