ТНЕ СННАМАТІ

CO-OPERATIVE MILK PRODUCERS' UNION LIMITED

HATIPUKUR ROAD, BARASAT-700124, NORTH 24-PARGANAS

email : ichhamati123@gmail.com

Regd. No. 3/IMU (N-24 Pgs.) of 1997

Ref. n.y. IMUL: 335:22 To The *Frincipal*, Mugheria Gangadhar Mahavidyalaya V.il+P.O:-Bhupatinagar, Dist-Purba Medinipur West Bengal, Pin-721425, Phone: 03220-270236.

> Sub: Training on Skill oriented B.Voc (Food Processing) and M.Voc. (Food Technology, Nutrition and Management)

Date:24th January,2023

Ref: No:M.G.M /Nut/310/22-23 dated: 14.12.2022.

Sir.

k indly refer to the above, it is certified that the following Skill oriented B.Voc (Food Processing) and M.Voc (Food Technology, Nutrition and Management) students of your institute have undergone Society visit, milk collection, milk chilling, products preparation storage etc training programme during the period from 26th December,2022 to 24th January,2023 at the Ichhamati Co-operative Milk Producers' Union Ltd., North 24 Parganas.

Nan e of the students

1. Susovan Kar 2. Naboday Giri 3⁄ Milan Pal

This is for your kind information.

Thanking you.

Yours sincerely (Dr. Subhasis Neogy)

Managing Director Ichhamati Co-operative Milk Producers Union Ltd.

INDUSTRIAL TRAINING REPORT

TRAINING AT DAIRY INDUSTRY

DATE : 26^m DEC 2022 TO 24^m JAN 2023

ICHHAMATI CO-OPERATIVE MILK PRODUCERS UNION LTD

BARASAT . HATIPUKER ROAD , 24 PGS NORTH , 700124



SUBMITTED BY

SUSHOVAN KAR MILAN PAL NABODAY GIRI

B.VOC , 3RD SEM , FOOD PROCESSING

MUGBERIA GANGADHAR MAHAVIDYALAYA

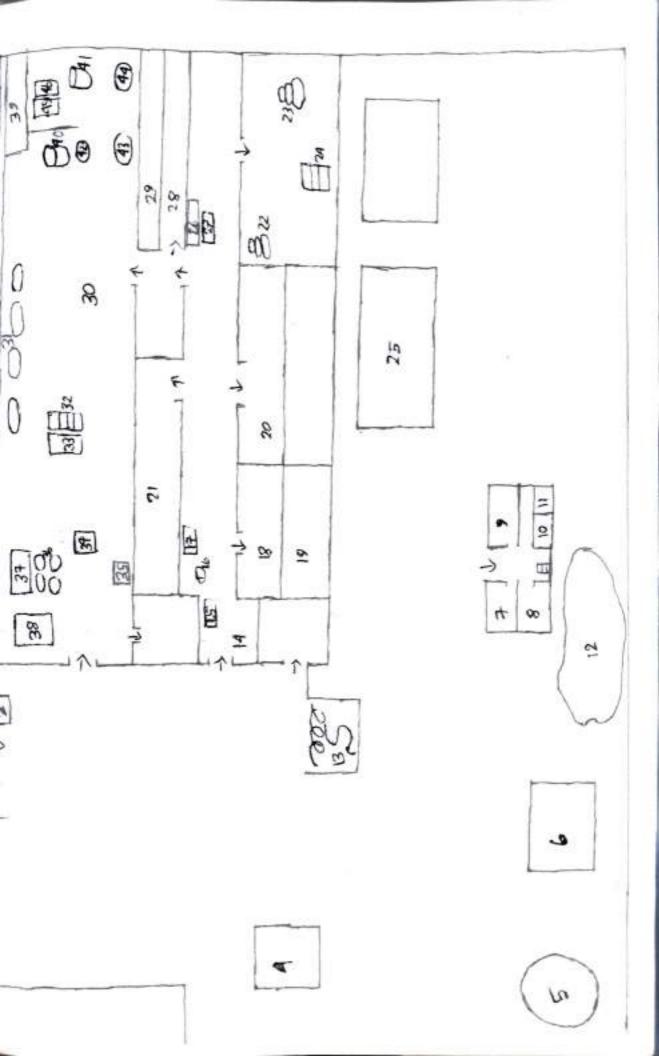
BHUPATINAGAR, PURBA MEDINIPUR, 721425

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Acknowledgement

It is very pleasure for me to complete training in lochamati Co-Operative milk producers union limited in Barasat with deep sense of gratitude I express my thanks to Dr. Swapan kumar Misra, principal and thanks to my Co-ordinator, Dr. Apurba Giri , HOD of B.Voc (Food processing) without whose guidance this industrial training would never successful. I convey my regard to Dr. Subhasis Neogy, MD of Ichhamati Co-Operative milk producers union limited also thanks to Mr. Sukumar sarkar, manager (P.O) of IMUL. For giving me the opportunity to do the industrial training in different section of IMUL. I Convey my sincere gratitude to Mr. Ashok kumar Biswas, Deputy manager and plant incharge Berachampa product plant for giving me valuable suggestions from time to time. Which helps me a lot. I am thankful to Co- incharge Mr. Samir Biswas and all plant stuffs of Ranghat Chilling plant. I am thankful to all stuff of Berachampa product plant for their all needful help. I show my respect to my parents who insisted and encourages me to do this training.



PROJECT LAYOUT OF THE DAIRY PLANT OF

- 1. Main Gate
- 2. ICHHAMATI BIPANAN
- 3. Taki Road
- 4. Old Stuff Quarter
- 5. ETP (Effluent treatment plant)
- 6. Old Electric & Digi operator Room
- 7. Store Keeper Office
- 8. Store Room
- 9. Plant In-charge office
- 10. Ladies Toilet
- 11. Jeans Toilet
- 12. Pound
- 13. Evaporating unit
- 14. Reception Dock
- 15. BMC 1000lt
- 16. Weighing machine
- 17. Milk Dump tank
- 18. Para Packaging
- 19. IBT Room (ice bank Tank)
- 20. Store
- 21. Laboratory
- 22. Compressor- 1
- 23. Compressor- 2
- 24. 3-Digi set
- 25. Old stuff Quarter
- 26. Milk storage Tank
- 27. BMC (3000it)
- 28. Ghee packaging Room
- 29. Incubation Room
- 30. Process Hall
- 31. 4-Coagulation vat
- 32. Rack for Coa trays
- 33. Paneer pressed Machine
- 34. Pouch Packaging machine

- 35. Lassi Pouch Packaging machine
- 36. Lassi Processing unit
- 37. BMC (3000h)
- 38. Pasteurizer
- 39. Condensing unit
- 40. Ghee kattle
- 41. Ghee Dump tank
- 42. Ghee Settling Tank
- 43. Ghee Clarifier
- 44. Water treatment plant
- 45. Boiler-1
- 46. Boiler-2

Introduction

The 'ICHHAMATI Co-OPERATIVE MILK PRODUCERS UNION LIMITED' is a located in the Sub-divitional town of Barasat in the district of North 24 Parganas. It was Stublished in July 1997, Based on the Co-Operative principles of fair and equal Opportunity creation for the Dairy farmers at the village level in order to enable then to get remonrative price for their agriculture reduce through out the Year. Lighting them to the local markets, the milk union is the perfect manifetion of women empairment at the grassroot level with 100% women membership.

The head office of the Union situated at barasat by the side of the jessore road, which is connected with NH-34 and also near the barasat railway station. The ICHHAMATI Co-OPERATIVE have 6 plants and 1 production plant.

The Co-Operative working structure :-

The Co-Operative of India as well as west Bengal and also ECHHAMOTI Co-Operative union milk complete limited works according to the three tair structure. This structure consists of dairy Co-Operative society at the village level.

This structure consists of :-

- Dairy milk union at village level.
- ii) Dairy milk union at district level.
- iii) Milk federation of state level.

Three tair system at a brick :-

1) Dairy Co-Operative society at village level:-

The milk producers of a village having surplus milk after own Consumption come together and from a village dairy Co-Operative society. Which has membership of milk producers of the village . These women the village society appoints a secretary for management of the day to day functions. It also employs various people for assistant the secretary in accomplishing her dairy details.

The main functions of DCS :-

- Collection of surplus milk from the milk producers of the village, and payment based on the quality and quantity of the milk.
- Providing support services to the members. Like Veterinary first aid, artificial insemination services, conducting training on dairying.
- 3) Selling liquid milk for local consumer of the village
- 4) Supplying milk to the district milk union.

Dairy milk union at district level :-

District Co-Operative milk producer's union the village society of a district having after local sales come together and from a district milk union. The milk union is under the three tair structure, the milk union is the 2nd structure of the three tair system. It has membership of the village dairy societies of the district and is governed by directors consisting of six electred representative of the village societies. The milk further appoint a member secretary of the board for management of day to day function. It also having various people for assistant managing directors. The main function of milk union are as follows : -

 Documents of milk from Village dairy society, arranging transportation of raw milk from the village Co-Operative society to the milk union.

- Providing input services to the producers like Veterinary care, 'Al' services, cattle feed supply, product suppy.
- 3) Conducting training of Co-Operative development and daring of milk producers and conducting pressurized skin development and leadership development training for VDCS staff and management committee members.
- Providing management support to the VDCS among the regular separation of it's activities.
- 5) Decide on the price of the milk to be paid to the milk producers as well as on the price of support services provided to the members.
- 6) Selling milk and its products with in the district.
- Process various milk product as per the state marketing federation.

State Co-Operative milk federation :-

The state Co-Operative milk federation is the most important part of three tair system. It is the top structure of the three tair system. It has membership of all Co-Operative milk union of the state, and governed by a director consisting of the elected representatives of milk union the state federation appoint a managing director for day to day function. It also employs various person assisting the managing director accomplishing his daily duty.

Main function of federation is as follows :-

- Stablish distribution network for marketing of milk and milk product.
- Marketing of milk and milk product processd by milk unions.
- Creating and maintaining, brand for marketing of milk and milk products.
- Arranging transportation of the milk and milk products from the milk unions of the market.
- Providing support services to the milk unions and members like technical in puts management ,support and services.
- Cooling surplus milk from the milk unions and supplying it to district milk unions
- Arranging from common Perses of raw materials used in manufacture or packaging of milk products.
- Stublishing blanching dairy plants for processing the surplus milk of unions.
- Decide on the prices on the milk and milk products to be paid to milk unions.
- Decide on the products to be manufacturer and various milk unions and capacity required for the same
- Conducting long term milk production and processing as well as marketing planing.
- Arranging finance for the milk unions and providing training on Co-Operative development, technical at marketing function.
- Conflict resolution and keeping enter structure intact.

The ECCHAMATI Co-OPERATIVE MILK PRODUCERS UNION LIMITED History:-

Initially under the name of kissan to as retunal set, kisan Co-Operative milk producers union limited, Started with milk Society in the year 1993. Subsequently, in the month of September of the same year, the government of India women dairy Co-Operative project was launched in this district with the supervision and monitoring of west Bengal Co-Operative milk producers federation limited. The objective of the product was very much appropriate looking into the Finaltioal weakness of the women in this district. In the first year of Phase-I, WDCP only 25 WMPCS could be Organized various words against milk collection Was started but looking to the progress at the end of Phase-I, government of India experiment the project upto the phase-5, Now it is extended to NDE-I, NDE-II, There are 130 functions in society working with the Icchamati Co-Operative with 6000 women members, where participation exists right from base level society to the district level milk union. Now Ichhamati Co-Operative milk union limited 20,000 liters of milk per day. 6 persons from WMPCS are in the board of directors of Union with the district magistrate. The Ichhamati Co-Operative milk producers union limited helps the WMPCS Manager are technically, Finaltialy to make them able to manage their society and as a Bioable unit. In handsment links with the bank for loan 2% cow their feeds, etc.

RANGHAT CHILLING PLANT

Chilling Plant:-

Under The ICHHAMATI CO-OPERATIVE MILK PRODUCERS UNION LTD there are 7 Chilling Plant from where chilled milk is transported to production plant. Where milk from co-operative society of transported to the chilling plant. We have visited Ranghat Chilling Plant.

Ranghat Chilling Plant:-

Visiting Date - 4th & 5th January 2023.

Stablished – 2003

Total Capacity - 10000 liter

Total society -54

Morning- 54 & evening -50

Milk collection – Average milk collection 3000lt/day

Average Fat% - 4.5

Average SNF - 8.4

Plant In-charge – Mr. Sukumar Biswas

Number of working person - 6

2

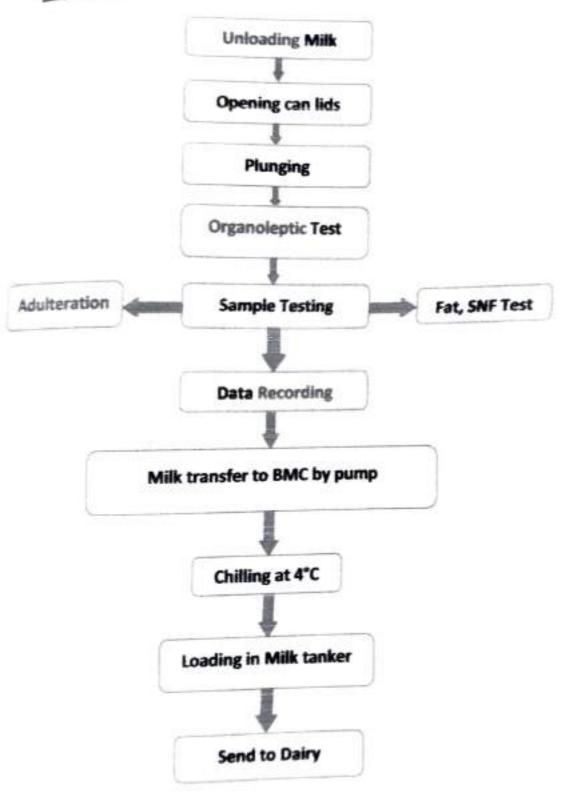


LIST OF EQUIPMENT:-

- 1. Bulk Milk Cooler
- 2. Can tipping bar
- 3. Weighing bowl
- 4. Dumping tank
- 5. Milk pump
- 6. Cream Separator
- 7. Generator set
- 8. Power supply Panel
- 9. Voltage control Stabilizer
- 10. Refrigeration Panel
- 11. Hot water generator
- 12. Eco Milk analyzer
- 13. AMCU
- 14. Centrifuge machine
- 15. Hot air oven
- 16. Computer system
- 17. Glass washer
- 18. Can washer
- 19. Water supply system



WORKING PROCEDURE AT RANGHAT CHILLING



Name of society visited under RANGHAT PLANT JANAKALYAN:-

- .Visiting Date:- 03.01.2023
- .Stablished:- 1999
- •Total members:- 75
- •Pourer members:- 40
- Non Pourer members:- 25
- Total collection:- 160 kg

 Mode of payment:- By testing Fat, SNF by ANCU After every 10 days through bank account.

- Register maintained:-
- 1. milk passbook of producers,
- 2. Purchase Register
- 3. Local milk sell register
- 4. Member register
- 5. Stock register
- 6. Cash back
- 7. Payment Register
- 8. Regulation Book
- 9. Notice book
- 10. Share register
- Shift:- 2, Staff:- 3,

Name of Secretary:- Kakoli Biswas.

Name of Supervisor:- Somir Biswas.

VARANASIPUR

- •Visiting Date:- 06.01.2023
- Stablished:- 2002
- •Total members:- 111
- Pourer members:- 40
- •Non Pourer members:- 60
- Total collection:- 180 kg

 Mode of payment:- By testing Fat, SNF by ANCU After every 10 days through bank account.

- Register maintained :- 1. Milk passbook of producers,
 - 2. Purchase Register
 - 3. Local milk sell register
 - 4. Member register
 - 5. Stock register
 - 6. Cash back
 - 7. Payment Register
 - 8. Regulation Book
 - 9. Notice book
 - 10. Share register

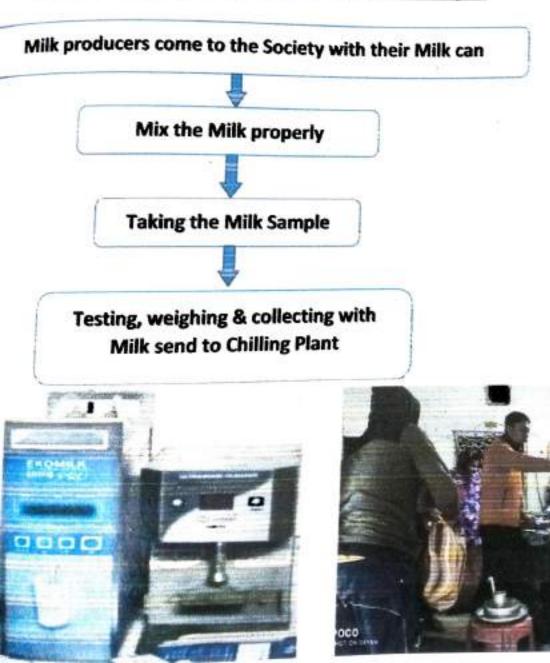
Shift :- 2, Staff:- 3 Name of Secretary:- Supriya Biswas. Name of Supervisor:- Bijon Biswas.

Working procedure at Society

EQUIPMENTS:-

- 1. Milk Can
- 2. AMCU(Automatic Milk Collection Unit)
- 3. Centrifuge machine

Working procedure of Society:-



Berachampa Production plant :-

Raw milk Reception dock:-

Reception of Raw milk at Dairy industry is important. It is well known fact that good quality product can be expected only from good quality of raw milk, so milk reception should be so plant and equipment are properly chosen. Any delay of reception causes deterioration of milk. Usually a schedule as followed and on the operation are completed with in specific period of time. Berachampa dairy plant has a well plant reception dock and all the components efficiently utilized. Reception of raw chilled milk from various chilling plant.

•The Chilling section:-

The Chilling section provided just

Beside the product section. The raw milk coming from societies or other chilling plant is checked of any adulteration, then milk chilled. Then the raw chilled milk goes to raw milk tank. One having 11000 Liters and another having 5000 Liters.

•Equipment:-

- 1) Weighing vat,
- 2) Reception vat
- Centrifugal pump, 6) plunger.
- 4) Storage tank,
- 7) BMC unit.
- 5) Plate Chiller

•Test Done at the time of Reception :-

- 1) Organoleptic test
- 2) COB test
- 3) Acidity test
- 4) Adulteration test
- 5) Fat test
- 6) SNF test.

Production Section:-

Milk is highly perishable in nature,

So quick processing of milk is Nessery task in a dairy. This mix process section the most important part of any dairy industry. The milk work of the production section is to produce Peda, Panner, Lassi, Ghee and Tak Dahi in Icchamati Co-Operative milk union limited.

•List of Equipment :-

- 1) Ghee kettle,
- 2) Lassi processing vat,
- 3) Pasteurizer,
- 4) Hot water pump,
- 5) Hot water tank,
- 6) Lassi storage tank,
- 7) Peda processing vat

- 10) SS trey,
- 11) Settling tank
- 12) Clarifier
- 13) Agitators
- 14) Hooper
- 15) Panner pressing mechine
- 16) Weighing mechine.
- 8) Automatic peda shaping and stamping mechine.

Quality control section:-

Quality refers to chemical,

physical, Biological, aesthetic standard of particular products. It can also define as which likes most on the subjective and objective test. In variable used in the quality control. Now a Rays a term quality assurance and is used which means all the terms are used to get this injected or shape products. Which after conjunction don't cause illness. Because it is rather important to clean any kind of injection from the product to make it Prevaribley and likely customer, so quality control section is necessary in food and dairy industry.

Test :-

1) Odour, 2) Appearance, 3) COB Milk:-4.) Acidity, 5) Adulteration, 6) Fat & SNF.

Products :-

- Ghee:- 1) Fat test, 2) Moisture, 3.) Acidity, 4) Flavor and Colour.
- 1) Fat, 2) TS, 3) Moisture Paneer :-
 - 5) Texture, Softness,

7.) Flavor and colour.

1) Fat, 2) TS, 3) Acidity, 4) Flavor and colour. Lassi :-

peda :- 1) Fat, 2) TS, 3) Texture 4.) Flavor and colour.

1) COB Test:-

procedure :- Take 5 ml of Sample milk in the test tube. Heating the milk upto boiling for 5 minutes then cooling, shaking.

[NOTE :- Any acidic smell or precipitated particles on the side

of the test tube.]

Observation :- Sample showing Precipipated particles are recorded as positive COB Test such milk is rejected on the platform.

2) Acidity Test :-

Reagent :- phenolphthalein Indicator,

0.1N Sodium Hydroxide.

<u>Procedure :-</u> Measure 10 ml sample milk taken in 1000 ml liter. Then add a few drops (4-5 drops) phenolphthalein indicator. Mix well, then titrate the content with N/10 Sodium Hydroxide solution with staring the content. Observe Occurrence of pink colour as end point of the titration. Complete the Titration with in 15 second. Note the reading of Sodium Hydroxide.

calculation :- Acidity % = Buret reading × 0.09

3) FAT Test (Gerber method) :-

procedure:- Take 10 ml of Gerber H₂SO₄ (90-91 %). Then take 10.75 ml milk and 1 ml Isoamyl alcohol . Then mix it with put lock stopper with lock stopper keys. Then the solution are shaking well at 45° angel and centrifuged for 3-5 minutes. Then take the reading.

4)SNF Test :-

Procedure :- The sample is mixed well about in Corporation of year on Foam Formation. The temperature of mix sample which adjusted to measuring temperature prescribed for the ISI Lactometer 27°c. Sufficient milk is poured into the glass or steal cylinder (Lacto jar). It is then placed in the milk and Lactometer. It is then placed in the milk and allow to followed till stop and assume a constant level. The Lactometer reading and temperature in milk is recorded at same time. This is the Lactometer reading (LR). The correct value or correct Lactometer reading (CLR) is obtained from the standard table from Co-responding temperature. The SNF calculated using the formula :-

SNF% = CLR/4 + 0.25 × Fat% + 0.44

5 Adulteration Test :-

Urea test :-

Reagent:- 1.6% para-Di methyl aminobenzaldehyde (DMAB)

procedure:- In a Test tube 1 ml 1.6% para Di methyl aminobenzaldehyde is added in 1 ml sample milk and mix well.

Observation :- If the formation deep yellow colour appeared presents of Urea.

Starch Test:-

Reagent:- 1% lodine Solution

<u>Procedure :-</u> At first take 5 ml sample milk in a test tube. Then boil in a heater, Then added few drops of 1% lodine solution.

Observation :- If the solution trans into deep blue colour, that is indicate presents of starch.

Sugar Test :-

Reagent:- 1 ml Concentrate HCL and Resorcinol powder.

<u>Procedure :-</u> Take 1 ml sample milk in a test tube add 1 ml HCL and 0.05 gm resorcinol powder, Shake well. Then put the test tube a Boiling water for 3 minutes.

Observation :- Appearance of Red colour indicates the presents of added sugar is in milk.

Salt Test:-

Reagent:- N/10 Silver nitrate and potassium chromate.

procedure:- Take 5 ml silver nitrate in a test tube then add 2-3 drops potassium chromate. After that it is mixed well, then mix 1 ml sample milk.

Observation:- if yellow colour occurs so the test is positive, it trans to chocolate or brown in colour. The sample milk is free from salt.

Neutralizer test :-

Reagent:- Neutralizer Reagent (1ml Rosalic Acid + 95% alcohol) .

Procedure :- In a test tube take 2 ml sample milk, then add 2 ml neutralizer Reagent then it mix well.

Observation:- if it is occurs pink colour so the test is positive.

Glucose test :-

Reagent:- Phosphomolybdic acid, Barfords reagent.

Procedure:- Take 3 ml of milk in a test tube and add 3 ml Barfords reagent and mix well then keep the test tube in boiling water for 3 minutes. Then put it by water with out disturbance for 2 minutes, add 1 ml of Phosphomolybdic acid then shake.

Observation:- if blue colour is visible then glucose is present in milk

sample.

Microbiological test :-

 MBRT(Methylene Blue reduction time) SPC (Standard plate count), • yeast and mold, • Coliform test.

Hydrogen peroxide test:-

Reagent:- vanadium pentoxide.

procedure:- Take 2 ml sample milk and 2 ml fresh milk in a test tube, then mix and shake well. Then add 2 drops para Phenylenediamine (2% aqua solution).

Observation:- If appearance deep blue colour ,presents hydrogen peroxide .

Refrigeration Section:-

Refrigeration is one of the biggest operational consult of dairy industry. The one refrigeration failure may leave to loss of galons of milk. Chilling of milk is processed due to refrigeration section. So it is necessary having a efficiently plant refrigeration section Ecchamati Co-operative milk producers union limited have a well plant refrigeration section. with efficiently utilized equipments.

Equipments:- 1) compressor, 2) condensor with cooling power

4) Oil Separator, 3.) Ice bank tank.

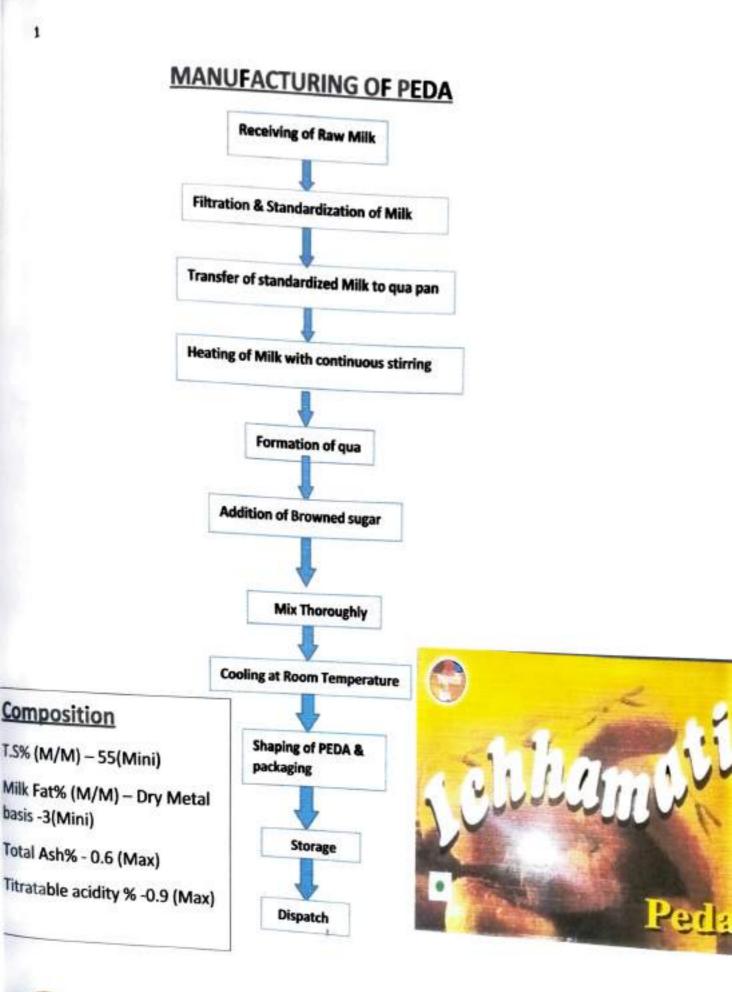
5) Evaporating Coil, 6) Agitated pump,

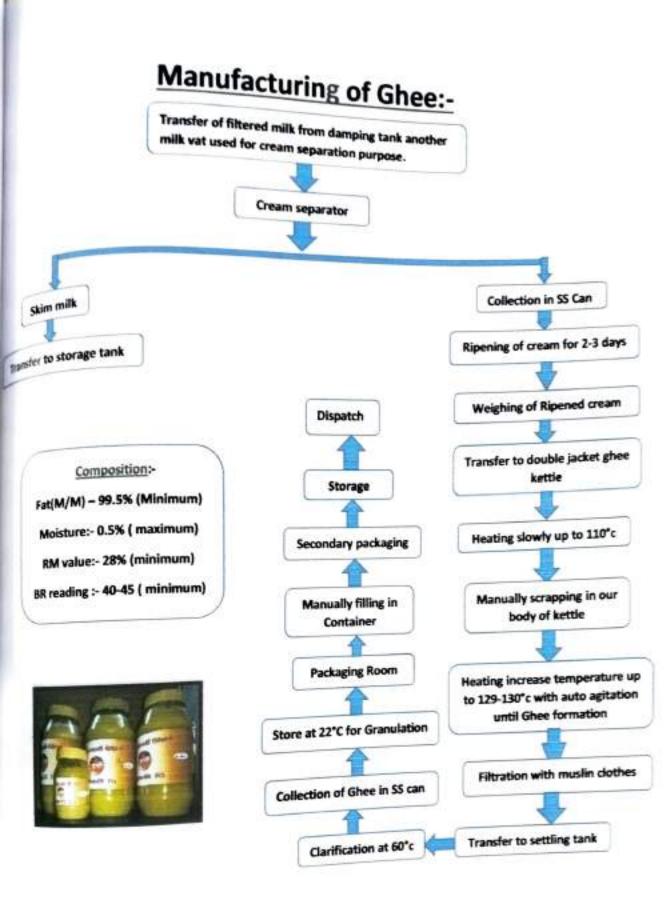
Chilled water pump, 8) Cool water pump.

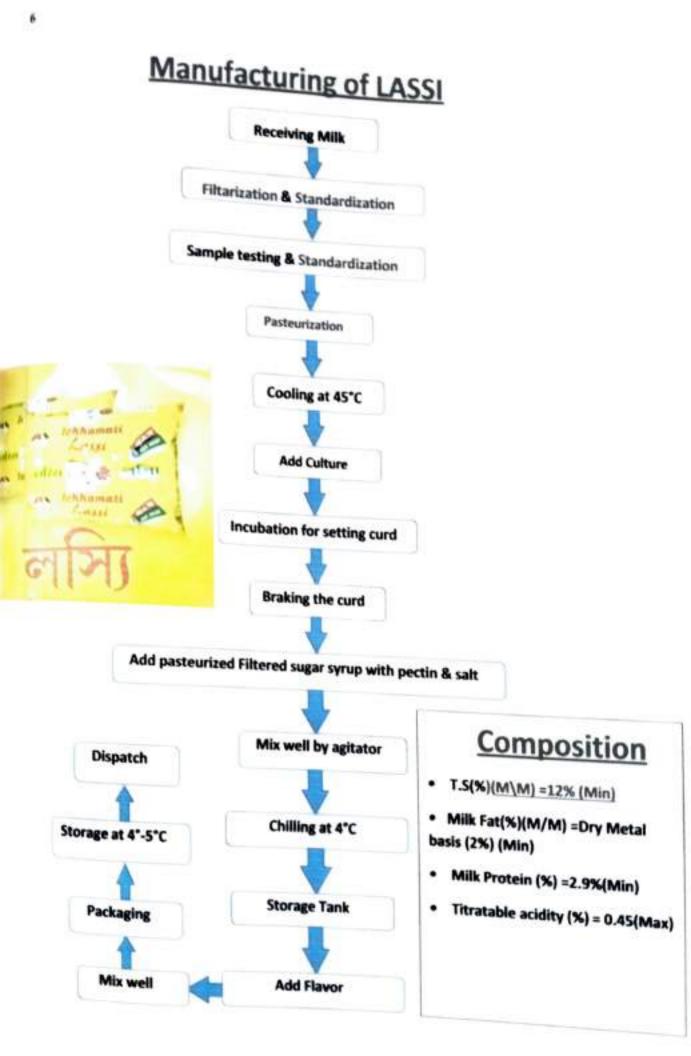
Refrigerant used:- Ammonia .

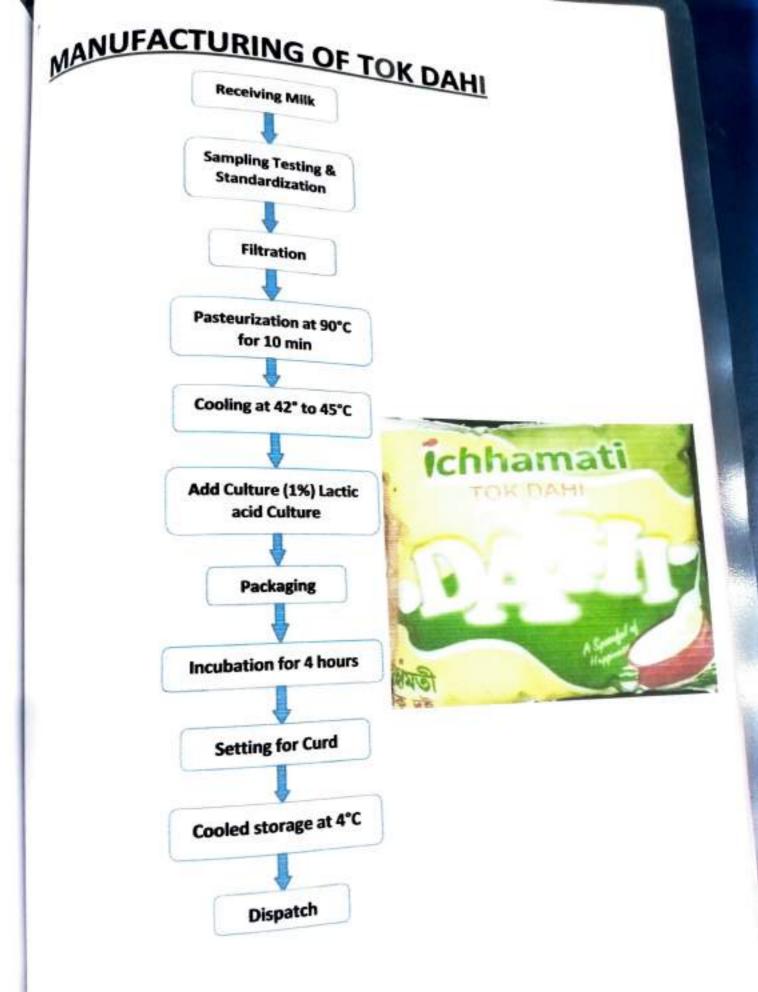
ce Bank Tank (IBT) :-

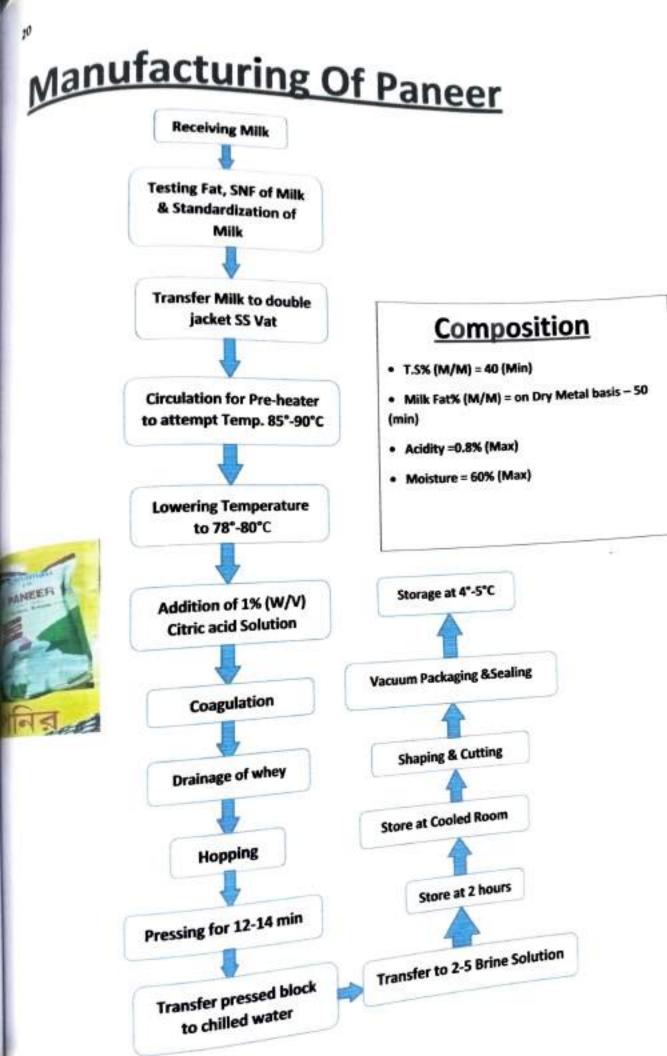
The refrigeration section and also product plant have ice bank tank. In this tank ice is produce and the chilled water. It supplied to the chiller. It has following in controller, compressor, convention, chilled water plant.









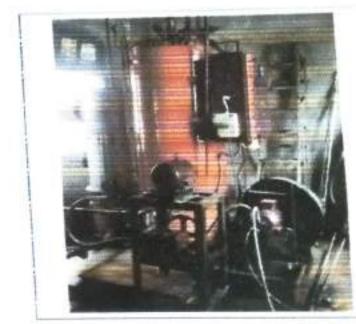


Boiler section

Boiler is mostly used in dairy industry from Milk pasteurization for Milk products as high quality and high sanitary needs very important. It's ensures goods self life and destroys diseases causing micro- organisms in Milk. This Emphasize the Requirement for flexible and reliable Heat Sources which may keep the Dairy Milk System running without hurdle. In short Boiler are Heard and soul of dairy industry.

EQUIPMENTS

- 1. Water supply Plant
- 2. Coil Types boiler
- Water pump
- 4. Fuel pump
- 5. Boiler motor with Fan
- 6. Diesel
- Feed water pump
- 8. Oil pre- heater
- 9. Pressure Reduction Valve
- 10. Safety valve
- 11. Pressure Gauge



Power Supply Section

power of Electric supply is on of the important factor for a Dairy plant. Sense most of the machine and equipment Runs with the help of Electric power. There must be proper Supply are Electrically and also there must be provision for an alternative source of power too, such as alternator or ac Generator.

EQUIPMENTS

- 1. Diesel Tank
- 2. 3-digi generator
- 3. Power supply Panel
- 4. Power Supply types AC Current
- 5. Cycle & Phase-(500 cycle)

(-440 Voltage)

For Lighting in the Plant the voltage 220, in the Dairy wear properly included.

AC Generator System

An alternative is used to produced in case of power Shortage. There are AC Generator at the BERACHAMPA plant.

Specifications of Generator

Company-

- •Kirloskar-63 •RPM-1500
- •Phase-3
- •KW- 54
- Voltage- 415

Packaging Section

Packaging Section of any Food and Dairy industry is a measure concern. Roll of packaging in Dairy and food processing is to prevent the self life and from attack to micro- organisms and pathogens. packaging should be with in an Average economic cost and attack the consumers. There are packaging Section is Necessary in Dairy and Food Industry. ICHHAMATI CO-OPERATIVE MILK UNION LTD has well functioning packaging Systems.

Packaging Materials

PEDA - PVC grooved tray-Laminated box-Corrugated box

Automatic Pouch (Food grade) Automatic Packaging

TAK DAHI- Plastic Pouch (Food grade) Automatic Packaging

GHEE- Food grade PVC bottle (manually packaging)

PANEER- polythene SS chat Automatic Vacuum Packaging

Packaging Materials Test

PEDA CARTON - 1. Bursting Strength Test

2. Corrugation Test

3. Weight Test

LASSI POUCH TEST- 1. Squeeze Test 4. Weight Test

5. Tearing Strength

2. Drop Test

3. Volume Test

1

TOK DAHI- 1. Squeeze Test. 4. Weight Test

2. Drop Test 5. Tearing Strength

3. Volume Test

GHEE BOTTLE- 1. Leakage 4. Weight

2. Cleanliness

3. Crouch

PANEER- 1. SS Chat.

4.apperance & thickness

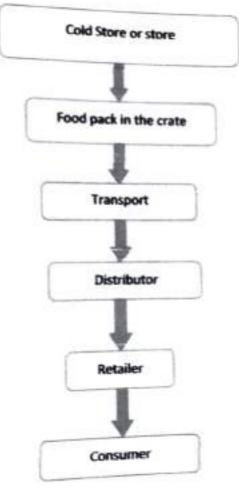
2. Flexibility

3. Weight

Marketing & Distribution

In ICHHAMATI CO-OPERATIVE MILK PRODUCERS UNION LTD the various Products are Produced in the Plant and then Store room. After that has been transfer to the distributor according to the demands. Before transferring the products Security money was taken from the distributor.

Retailer take the product from distributor. After that the products sold through MRP wise. Product are Marketed and Distributed by the following.



ETP (Effluent Treatment Plant

The significant waste generating process including washing are pipe line sludge from centrifugal machine, sanitization, cleaning of process vat, lubrication cleaning are conver waste generate cooled storage treatment of industrial waste can be done in 3 stages.

1. Primary Treatment

To Remove suspended practical of solids and to a shorten extended of Colors and Odur. And to bring the PH in the nutrial region.

Steps

- 1. Screening
- 2. Surmation
- 3. Neutralization
- 4. Coagulation

2. Secondary Treatment

Biological process applied to reduce BOD and COD. For

example-

Trickling filter Activited Slash process Oxidation Oxidation pond

Tertiary Treatment

AIMS to purify washed water. Reduction of Dissolved solids contents disinfection.

Cleaning and Sanitation

It's the most important process related to Dairy industry. Where Cleaning or washing of Dairy equipment. The removal the dark surface of the equipment .on the other hand Sanitization employee the destruction Pathogenic micro- organisms from the surface of the equipment.

The CIP unit content Three tanks, in which I contains caustic and water mixer. Where was other to contains hot water and plain water .The caustic and water mixer is pump into the different equipment washed with clean water.

Management Information systems

Management Information systems deams with the Collection Dairy report from the all the Section of the Dairy and received and details .MIS get the information through computer where all the record and information are present. MIS placed a vital roll in the organization. It helps the organization to take the right decision by considering the bust history and future. MIS makes for all details to the management, so can take suitable decision for the betterment of the organization.

Information file in the following sections-

- 1. Daily seal report and Purchase report.
- 2. Quality assurance report.
- 3. Daily stock report.
- 4. Night guard report.
- 5. Time office attendance.
- 6. MIS distribution
- 7. Personal Department.

Personal Department

The main aim of personal Department is men power Planning and Development and the important functions are as follows-----

- 1. Selection of human resources department
- 2. Training of human resources
- 3. Conformation
- 4. Promotion
- 5. Increment
- 6. Delegation
- 7. Resignation
- 8. Compulsory Return
- 9. Disciplinary action
- Industrial relation 10.
- Weal fear 11.
- Salary 12.

Category of Employees

- 1. Permanent
- Contractual
- 3. Apprentice and Temporary

Purchase Department

The purchase Department is solely responsible. The all purchase made by the union. The entire annual contract for procurement of Milk Transport. Maintenance for any other expect for the all of Milk are Finalized. We should and by follows by the Purchase Department. For the seal of Milk, for operation and renewal when ever required.

Work Instruction for the vendor we Rating system. ABC Category on the basis of the impact on the quality of the Final product.



(A) Stationery Goods

(B) All the Milk testing equipment

(C) All the Chemical and Medicine

Rate of Vendor at the Following Category

For all the A,B,C Category the rate will be paid 2 to 15 days after goods received.

Accounts Section

In ICHHAMATI CO-OPERATIVE MILK PRODUCERS UNION LTD total work of account section has been debited.

1. Maintenance of Book

Collection and sending of input documents, Cheque list , edit list and book checking. Maintenance of Memo Randum register.

2. Day to day work

- Preparation of Payment voucher
- Deposition of seals process.

Conclusions:-

The industrial training of one month was great experience for me. This milk union provides to four village people in North 24 District. The quality of products its processed is truly worth praising. This training help me to become aware of practical knowledge about the manufacturing processes of milk products. And forming a society. I came to know about various quality analysis test of raw milk as well as it's products. This training helped us to developed our confidence and to make a collection between the Theoretical study and practical works.