

2071

B. Voc. (Food Processing and Preservation)
Sixth Semester
FPP-604: Documentation System Management

Time allowed: 3 Hours

Max. Marks: 40

NOTE: Attempt five questions in all, including Question No. I which is compulsory and selecting one question from each Unit. All questions carry equal marks.

x-x-x

I. Answer the following:-

- a) SOPs and their importance?
- b) What do you understand about good governance?
- c) Define BPR.
- d) What is centralization?
- e) What is MSRP?
- f) Benefits of automation of accounts payable

UNIT - I

- II. a) What is the main purpose of Documentation? Write different methods to track production information from well documented and maintained records.
b) How documentation of recommendations and corrective actions is done?
- III. a) Discuss different documentation management strategies in detail.
b) How has centralization of vendor contracts been done? What is its importance?

UNIT - II

- IV. a) What is the purpose of standard operating procedures? Discuss different steps of developing , effectively writing and implementation of SOPs.
b) Write down Quality objectives of a food processing company.
- V. a) Give different food system policies in detail.
b) Explain the procedure of collection of documents with all validated and authorized written policies.

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UNIT - III

- VI. a) Why is there a requirement of audit in production for food safety? Discuss different types of auditing procedures carried out in the food processing industry?
b) How audit reports are prepared for different departments?
- VII. a) Discuss different methods of auditing to meet and maintain industry standards and regulatory requirements in detail.
b) Give importance of hygiene and sanitation in an organization.

UNIT - IV

- VIII. a) Give different characteristics and features of ERP. What is the importance of ERP's in food industry?
b) Discuss different benefits of ERP in food industry.
- IX. a) Discuss implementation of ERP for online operations in detail. Give correlation of ERP with e-commerce.
b) Discuss different types of risks and governance issues related to ERP and their solutions in detail.

x-x-x