

UNIVERSITY OF MUMBAI



Syllabus for the F.Y.B.Sc.

Program: B.Sc.

Course : Maritime Hospitality Studies

(Credit Based Semester and Grading System with
effect from the academic year 2011–2012)

UNIVERSITY OF MUMBAI

PREAMBLE

INTRODUCTION

In 1973, under COMET committee (Committee for Maritime Education & Training); the first training programme for Catering students was introduced for those students desirous of working onboard a ship. This course was a small duration course of three to six months named as Bhandari, subsequently this course was renamed as Saloon Ratings and currently it is named as Certificate Course in Maritime Catering (CCMC).

Over the past few years many Shipping Companies desirous of employing students with a higher level of qualification turned to regular Catering & Hotel Management Colleges. However as the maritime legislation did not allow such direct recruitment, it was mandatory for the students to undergo Standards of Training Certification and Watch keeping (STCW) and an Orientation Course as per D. G. guidelines before they could get employment on Merchant vessels. These courses required additional funds and also caused delay in job placements. It was also noticed that these students lacked the basic attitude required for sea life as they were trained to work in more luxurious hotel Industry. BSc Maritime Hospitality Studies course is designed to provide trained candidates to the Shipping Industry with the right attitude and mandatory documentation required for sea life.

Objectives:

- To impart awareness and orientation on ships and shipping industry.
- To develop Skills and Knowledge on Hospitality subjects with an attitude to work on board ships.
- To expose the student to the cuisines of seafaring nations.
- Imparting International Maritime Organization's (IMO) regulations on safety, environmental conservation and food handling.
- To impart expertise on cost control and victualling management onboard ships
- To impart managerial capabilities to enable them to find placements on shore based hospitality industry after few years of sea life.

Salient features

- The course will be only conducted by educational Institutions approved by D.G.Shipping.
- As under the purview of D.G Shipping, it's a fully residential course and students' daily routine will be as per the DG Shipping guidelines.

Note:

The conduct of STCW 95 courses are strictly conducted as per the guidelines of D.G Shipping which are amended from time to time through its training circulars.

As of now, the basic four safety courses/ modules under STCW 95 may be taken in one go for 12 days and the contact hours allotted to these courses/modules may be allocated to other subjects in weekly time table to make up the loss of classes during these 12 days.

Theory examination pertaining to these courses/modules, however, shall be held together with other subjects as per the examination scheme

B.Sc. in Maritime Hospitality Studies

Theory/Practical :

16 Weeks (15 weeks for lectures/practical & one week for semester end examination)

Semester –I

Course Code	Title of the Course	Per Week		Per Semester		Credits		Total
		L	P	L	P	L	P	
USMHO101	Maritime Studies-I	3	2	45	30	2	2	4
USMHO102	Food Production-I	3	8	45	120	2	3	5
USMHO103	Food & Beverage Service-I	3	3	45	45	2	2	6
USMHO104	Accommodation & Facility Management-I	3	3	45	45	2		
USMHO105	Cost & Financial Management-I and Communication Skills	4	--	60	--	3	--	3
USMHO106	Food Safety & Sanitation and Nutrition & Food Science	4	--	60	--	2	--	2
TOTAL		20	16	300	240	13	7	20

MARITIME STUDIES I**Contact Hours 45**

Name of the Programme	Duration	Semester	Course/ Course Code
B.Sc in Maritime Hospitality Studies	Six Semesters	I	Maritime Studies I [USMHO101]
Course Code	Title	Credits	
USMHO 101	Maritime Studies I	2+2	

For Course per week 1 lecture/period is 60 minutes duration				For subject per week 1 lecture/period is 60 minutes duration			
	Theory	Practical	Tutorial				
Actual contacts	3	2	--				
Credits	2	2	--				

Objective:-

This subject exposes the students to Safety, Legislation and preventive maintenance onboard and mandatory STCW Courses.

Contents of syllabus for USMHO 101

		Theory	Practical
UNIT I	<i>Familiarization & Orientation</i> 1.1 Ship 1.2 Shipboard Organization 1.3 Merchant Ship Types and their functions 1.4 Life on board 1.5 Parts of Ship 1.6 Terms defining position and direction of the ship 1.7 Terms defining movement of the ship 1.8 Draught, Load Line 1.9 Jetty, Berth, docks, slips, basins 1.10 Dry docks 1.11 Sea Measures 1.12 Functions of D. G. Shipping, MMD, SEO, Port Health, Customs, Immigration, Dock Safety 1.13 Signing on/off, offences against discipline 1.14 Official Log Book 1.15 Articles of Agreement 1.16 Personal documents	15 Hours	-
UNIT II	Personal Safety & Social Responsibilities & Personal Survival Technique 2.1 Emergency procedures onboard 2.2 Pollution prevention 2.3 Safety Philosophy and Safe Working Practices 2.4 Safe Thinking and Accident Prevention Onboard 2.5 Communication Onboard 2.6 Interpersonal Relationship 2.7 Social Responsibilities 2.8 Introduction, Safety and Survival 2.9 Emergency Situations 2.10 Evacuation	15 Hours	15 Hours

	2.11 Survival Craft and Rescue Boats 2.12 Personal Life Saving Appliances 2.13 Personal Life Saving Appliance (Demonstrations) 2.14 Survival at Sea 2.15 Emergency Radio Equipment 2.16 Helicopter Assistance 2.17 Survival Craft Drills *		
UNIT III	Fire Prevention & Fire Fighting 3.1 Introduction, Safety Principle 3.2 Theory of Fire 3.3 Fire Prevention 3.4 Fire Detection 3.5 Fixed Fire Extinguishing Systems 3.6 Fire Fighting Appliances & Equipment 3.7 Shipboard Fire Fighting Organisation 3.8 Fire Fighting Methods & Procedures 3.9 Fire Fighting Drills	15 Hours	15 Hours

** All practical exercises to be carried out as required by Table A-VI/1.1, Table A-VI/1.2, Table A-VI/1.3 of the STCW Code 95 of International Maritime Organisation. The conduct of these modules shall be as per the guidelines of D.G Shipping as directed through training circulars time to time.*

***There will be continuous assessment of skills being acquired through class work, practical and periodic assignments / project works / tests/ orals etc.**

***Laboratory journal to be submitted at the end of each term for assessment**

Reference Books:-

1. Practical knots and rope works, Bland ford, Percy, W. Tab books Inc
2. Safety and Survival at Sea, 1980, LEE, ECB & Others, New York, WW Norton and co.
3. Model course crowd management, IMO, London
4. Solas, 2001, Consolidated edition, Mumbai, Sterling Book House

Scheme of Examination (Practical)

Semester end assessment - 30 marks

* Practical exams of 10 marks each to be conducted for –

- a) Fire Prevention & Fire Fighting (FPFF)
- b) Personal Survival Technique (PST)

* A candidate shall be judged on the basis of his performance during drills and viva-voce.

* Journal (continuous assessment of practical throughout the year) – 05 marks.

* Viva-voce – 05 marks

FOOD PRODUCTION – I**Contact Hours 45**

Name of the Programme	Duration	Semester	Course
B.Sc in Maritime Hospitality Studies	Six Semesters	I	Food Production I [USMHO 102]
Course Code	Title	Credits	
USMHO 102	Food Production I	2+3	

For Course per week 1 lecture/period is 60 minutes duration				For subject per week 1 lecture/period is 60 minutes duration			
	Theory	Practical	Tutorial				
Actual contacts	3	8	--				
Credits	2	3	--				

Objectives:-

The subject will develop basic awareness of the technical skills required in the food production department it also gives a comprehensive insight into the commodities required, their characteristics uses and handling procedures. This shall help students to produce the varieties of dishes suitable for the various occasions. This will also help develop the right attitude, good work habits, right cooking techniques, use of correct tools and equipments to prevent nutritional and material loss, wastage and damage.

Contents of syllabus for USMHO 102

UNIT I	INTRODUCTION TO CULINARY PROFESSION	15 Hours
1.1	Historical Progression Leading to Modern Cookery	
1.2	Organization of Classical and Modern Kitchen and Galley of onboard Ships	
1.3	Responsibilities of Executive Chef in Restaurants Kitchen V/s onboard ship	
1.4	Attributes of a culinary professional	
1.5	Levels of Skills	
1.6	Chef as a Business Executive	
1.7	Interaction between service and preparation	
1.8	Galley Organization Onboard Ships	
1.9	Popular cuisines of the world- French, Chinese, Indian & Nouvelle.	

CULINARY TERMS					
1.10	Abats A la A la – Carte Appetiser Aspic Au four Au gratin Bain Marie Blanc Blanching Blend Bouquet Garni Broil Baking Barbecue Banquette	Baste Batter Béchamel Bind Buerre Biryani Canape Carte Du Jour Caramelize Concasse Condiments Consomme Court Boullion Croquettes Croutons Cuisine	Dum Demi Darne Egg Wash Emulsion Entrée Entremet Espagnole Filets Fricassee Fritters Farinaceous Garnish Gherkins Giblets Glaze	Gravy Garammasala Hors d’œuvres Juliennes Kababs Liasion Mirepoix Mise-en-place M.S.G Mousse Marinade Menu Manne Macedoine Maitre d’hotel	Poisson Puree Pasta Parboil Panch Poran Rogan Ragout Rechauffe Reduce Salamander Supreme Shorba Yakhni Zest Zarda
UNIT II	BASIC ELEMENTARY KNOWLEDGE OF FOOD PRODUCTION				
2.1	EQUIPMENTS				15 Hours
2.1.1	Large Equipments				
	a) Stove b) Steamers c) Boiling Pan / Steam Jacket Kettle d) Deep-fat fryers e) Hot Cupboard & Bain-marie f) Grills and Salamanders g) Contact Grills h) Fry Plate / Griddle Plate i) Sink j) Table		k) Butcher Block l) Storage Racks m) Potato Peelers n) Refrigerators and Walk-in Coolers o) Food Mixer p) Food Slicer and Chopper q) Hood and Exhaust Systems r) Oven s) Tilting Pan t) Microwave		
2.1.2	Small Equipments				
	a) Knives b) Other tools of the trade onboard a ship c) Moulds and cutters used in Bakery				
2.1.3	Maintenance and Safety of Equipments				
2.2	COOKING METHODS				
	Boiling Braising Frying	Poaching Roasting Broiling	Steaming Grilling Microwaving	Stewing Baking	
2.3	MISE-EN-PLACE				
2.3.1	Pre preparation of ingredients (Methods)				
2.3.2	Combining and Mixing In the preparation of Foods				
2.4	TEXTURE				
2.4.1	Appearance, Feel to touch, Softness, Mouth Feel				
2.4.2	Various Textures				
	Firm and Close, Short and Crumbly, Light & Even, Spongy, Flaky, Smooth				

2.5	PRINCIPLES OF USING RECIPES EFFECTIVELY
2.5.1	Importance of measuring accurately
2.5.2	Standardized Recipes
2.5.3	Converting volume measures to weight
2.5.4	Converting between US and Metric measurement Systems

UNIT III.	CHARACTERISTICS OF RAW MATERIALS	15 Hours
3.1	Salt and its uses	
3.2	Secondary Seasoning Agents	
3.3	Liquids	
3.4	Fats and Oil	
3.5	Raising or leavening agents	
3.6	Thickening and Binding Agents	
3.7	Flavoring	
3.8	Egg	
3.9	Milk and Milk Products	
3.10	Convenience food its use in galley operation	

FOOD PRODUCTION – I (PRACTICAL)

13 sets of menus / activities are to be done during the academic year. It is compulsory for each student to attend at least 9 menus / activity during the session.

Activity 1	Identification Of Raw Material
Activity 2	Identification Of Fish, Poultry, Meats And Their Fabrication
Activity 3	Mise-En-Place And Cuts Of Vegetable
Activity 4	Salads And Dressings a) Waldroff Salad b) Coleslaw Salad c) Tossed Salad d) Salad Nicoise e) Mayonnaise Dressing f) French Dressing g) English Dressing
Activity 5	a) Kachumber Salad b) Chicken Curry c) Aloo Gobi Dry d) Rajma Rasedar e) Dal Tadka f) Plain Rice g) Chappathi h) Rice Kheer
Activity 6	a) Plain Butter Milk b) Aloo Chat c) Mutton Rogan Josh d) Baigan Bharta e) Veg Kofta In Palak Gravy f) Jeera Pulao g) Dal Makhani h) Sheera
Activity 7	a) Sweet Lassi b) Fish Amritsari c) Beans Foogath d) Shabnam Curry e) Plain Paratha f) Vegetable Pulao g) Carrot Halwa h) Readymade Tea
Activity 8	a) Plain Dosa b) Idli c) Medu Vada d) Sambar e) Coconut Chatni f) Dahi Bhalla g) Khandvi h) Assorted Pakoda
Activity 9	a) Cream Of Tomato Soup b) Roast Chicken With Red Wine Sauce c) Vegetable Au-Gratin d) Roast Potato e) Herbs Rice f) Bread Butter Pudding g) Café Royal

Activity 10	<ul style="list-style-type: none"> a) Green Salad b) Lentil Soup c) Irish Stew d) Sautéed Vegetable e) Creamed Mushroom f) Boiled Rice g) Swiss Roll With Custard Sauce h) Coffee
Activity 11	<ul style="list-style-type: none"> a) Consommé Julienne b) Roast Leg Of Lamb With Mint Sauce c) Braised Cabbage d) Jacket Potato e) Creme Caramel f) Irish Coffee
Activity 12	<ul style="list-style-type: none"> a) Gazpacho Soup b) Fish Meuniere With Lemon Butter Sauce c) Fried Fish With Tarter Sauce d) Parsley Potato e) Creamed Spinach f) French Fries g) Chocolate Mousse h) Lemon Tea
Activity 13	<ul style="list-style-type: none"> a) Vegetable Stock b) White Stock <ul style="list-style-type: none"> • Chicken Stock • Fish Stock c) Brown Stock <ul style="list-style-type: none"> • Beef Stock / Veal Stock • Mutton Stock

***NOTE: there will be continuous assessment of skills being acquired through class work, practical & periodic assignments / project works / tests / orals etc.**

***At least 9 experiments to be undertaken by each student**

***Laboratory journal to be submitted at the end of each term for assessment**

Reference Books:-

1. **Modern Cookery for Teaching and Trade**, Thangam E. Philip, 4th Vol., 1996, Orient Longman Ltd., Mumbai.
2. **Theory of Cookery**, Krishna Arora, 2nd, 1992, Frank Bros & Co. Ltd, 4675, Darya Ganj, New Delhi – 2
3. **Understanding Cooking**, Lundburge & Kotschevar, Wayne Gisselen
4. **Professional Cooking**, 4th, 1992, John Weily & Sons 605, 3rd Avenue, N. Y.
5. **Theory of Catering**, Kinton Ceserani, 7th, 1996, Hodder & Stoughton Educational, 338, Euston Road, London
6. **Food Commodities**, Bernard Davis, 4th, 1998, William Heinmen Ltd. 15, Queens Street, May Fair, London
7. **Basic Cookery The Process Approach**, Daniel R. Stevenson, 5th, 1997 Stanley Thornes Ltd., Old Station Drive, England.

8. **Kitchen a float galley management & meal preparation**, Joy Smith, 2002, Warsash Nautical Books 6, Dibbles Road, Warsash, Sonthampton 5031, 9 H2, UK
9. **Cruising Cuisine**, Kay Pastorius, 1997, Warsash Nautical Books 6, Dibbles Road, Warsash, Sonthampton 5031, 9 H2, UK
10. **The care & feeding of sailing crew**, Lin Pardey with Larry Pardey, 1995, Warsash Nautical Books 6, Dibbles Road, Warsash, Sonthampton 5031, 9 H2, UK

Scheme of Examination (Practical)

Semester end assessment - 30 marks

- Candidate will be given a menu comprising of 4 dishes.
- Indent sheet and plan of work sheet to be filled by the candidate of the menu he gets.
- He / she supposed to collect indents, prepare and present the dishes in the menu within stipulated time.
- Cleaning and securing equipments and working area is also to be done within stipulated time.
- Assessment will be done as follows –

Journal	Indent Sheet & plan of work	Colour	Consistency	Taste	Texture	Viva-voce	Personal Grooming, Cleaning & Securing
10	10	10	10	10	10	10	10

- Marks obtained out of 80 shall be converted to out of 30 to the next integer for final calculation.

FOOD & BEVERAGE SERVICE - I**Contact Hours 45**

Name of the Programme	Duration	Semester	Course/ Course Code
B.Sc in Maritime Hospitality Studies	Six Semesters	I	Food & Beverage Service I [USMHO 103]
Course Code	Title	Credits	
USMHO 103	Food & Beverage Service I	2+1	

For Course per week 1 lecture/period is 60 minutes duration				For subject per week 1 lecture/period is 60 minutes duration			
	Theory	Practical	Tutorial				
Actual contacts	3	3	--				
Credits	2	1	--				

Objectives:-

This subject will introduce the students to laying of covers and basic technique of Food and Beverage Service and to develop a comprehensive knowledge & understanding of Food & Beverage Service in the Hospitality & Catering industry. It also aims to enable the students to acquire professional competence for Food & Beverage Service & its related activities. Part of the training would be under simulated environment.

Contents of syllabus for USMHO 103

UNIT I	INTRODUCTION TO F & B SERVICES ASHORE & ONBOARD		15 Hours
1.1.1	Origin of Hospitality Industry		
1.1.2	Sectors in F & B Services		
1.1.3	Service Equipments		
1.2	HISTORY OF SAILING		
1.2.1	About Hospitality Industry		
1.2.2	Difference in Saloon Service on Merchant Vessels, Passenger Ships and Cruise Liners		
1.2.3	Brief description of Hotel and Catering Industry		
1.2.4	Type of F & B Service found on Cruise Ships		
1.2.5	Basic Difference in layout of Shore Based Restaurant and Dining Hall of a Cruise Ship		

UNIT II	INTRODUCTION TO F & B DEPARTMENT		15 Hours
2.1	Staff organization of F & B Department		
	Brief description of Space and Time as most valuable commodity onboard and its effect on F&B Service		
	Attributes of F & B Staff		
	Etiquettes of F & B Staff		
2.2	RESTAURANT AND ITS EQUIPMENTS		
2.2.1	Furniture		

2.2.2	Difference in Furniture designs in Ships Saloon
2.2.3	Glassware, Chinaware, Hallow ware, cutlery
2.2.4	Side Board (Dummy Waiter)
2.2.5	Automatic Vending Machines
2.2.6	Buffet Equipments
2.3	AUXILIARY AREAS OF F&B DEPARTMENTS AND THEIR IMPORTANCE
2.3.1	Pantry/ Still Room and activities
2.3.2	Stores
2.3.3	Linen Room
2.3.4	Kitchen Stewarding
2.3.5	Silver Room
2.3.6	Inter Departmental coordination

UNIT III	F & B SERVICE PROCEDURES	15 Hours
3.1	RESTAURANT SETUP PRIOR TO SERVICE	
3.1.1	Mise-en-place	
3.1.2	Mise-en-scene	
3.2	TABLE SERVICE	
3.2.1	The Cover	
3.2.2	Taking an Order, serving & clearance	
3.2.3	Preparing check	
3.3	SEQUENCE OF SERVICE	
3.3.1	Silver Service	
3.3.2	English Service	
3.3.3	American Service	
3.3.4	Russian Service	
3.3.5	Buffet Service	
3.3.6	Room Service	
3.4	DINING HALL (SALOON SERVICE) – ONBOARD SHIPS	
3.4.1	Difference between meal service on Merchant Vessels and Cruise Ships	
3.4.2	A la carte Restaurant Onboard	
3.4.3	Cabin Service Menu	
3.4.4	Port Time Lunch Buffet	
3.4.5	Mid Night Buffet	
3.4.6	Gala Buffet and Entertainment	
3.4.7	Lido Deck (Pantry Fast Food) Service	
3.4.8	Precautions during rough weather	

FOOD & BEVERAGE SERVICE PAPER – I (PRACTICAL)

Total 13 practical are to be carried out from the first semester, out of which 9 are compulsory for each student to attend.

1.	Identification of Cutlery and Crockery
2.	Identification of Glass Hollowware
3.	Identification of special F&B equipments
4.	Special cleaning of F&B equipments
5.	Practicals of Napkin Folding
6.	Laying & Relaying of Table Cloth
7.	Receiving Guest
8.	Practice of Water Service
9, 10, 11.	Practice of Laying 3, 4 & 5 Covers
12.	Course Covers & Clearing
13	Practice of Food Service (Minimum 4 menus)

Reference Books:-

1. **Modern Cookery for Teaching and Trade**, Thangam E. Philip, 4th Vol., 1996, Orient Longman Ltd., Mumbai.
2. **Theory of Cookery**, Krishna Arora, 2nd, 1992, Frank Bros & Co. Ltd, 4675, Darya Ganj, New Delhi – 2
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10. **The care & feeding of sailing crew**, Lin Pardey with Larry Pardey, 1995, Warsash Nautical Books 6, Dibles Road, Warsash, Sonthampton 5031, 9 H2, UK

Scheme of Examination (Practical) marks

Semester end assessment - 30

- A candidate will be given a menu to compile and laying table for it.
- Assessment will be done as follows

Journal	Grooming	Identification of cutlery, crockery, glass ware and hollow ware	Menu Planning	Cover laying	Viva - voce
10	10	10	10	10	10

- Marks obtained out of 60 shall be converted to out of 30 to the next integer for final calculation.
- Practical examination of USHM 103 & USHM 104 shall be conducted separately as per the practical examination scheme and shall be converted to out of 30 to the next integer for final calculation.

ACCOMMODATION & FACILITY MANAGEMENT I**Contact Hours 45**

Name of the Programme	Duration	Semester	Course/ Course Code
B.Sc in Maritime Hospitality Studies	Six Semesters	I	Accommodation & Facility Management I [USMHO 104]
Course Code	Title	Credits	
USMHO 104	Accommodation & Facility Management I	2+1	

For Course per week 1 lecture/period is 60 minutes duration				For subject per week 1 lecture/period is 60 minutes duration			
	Theory	Practical	Tutorial				
Actual contacts	3	3	--				
Credits	2	1	--				

Objectives:-

This subject aims to establish the importance of House Keeping and its role in the hospitality industry. It also prepares the student to acquire basic knowledge and skills necessary for different tasks of house keeping.

Contents of syllabus for USMHO 104

UNIT I	INTRODUCTION TO ACCOMMODATION & FACILITY MANAGEMENT	15 Hours
1.1	ROLE OF ACCOMMODATION AND FACILITY MANAGEMENT IN HOSPITALITY INDUSTRY	
1.2	ORGANISATION CHART OF ACCOMMODATION MANAGEMENT	
1.2.1	Hierarchy in small, medium, large and chain hotels	
1.2.2	Personality traits of Accommodation Management personnel	
1.2.3	Duties and responsibilities	
1.2.4	Accommodation Management in Cruise Industry	
1.3	CLEANING ORGANISATION	
1.3.1	Cleaning operations onboard a ship	
1.3.2	Classification of cleaning Agents, its selection, use, care and storage	
1.3.3	Principles of cleaning and its organizing	
1.3.4	Safety to be considered while cleaning	
1.3.5	Cleaning schedules and checks	
1.3.6	Use and care of cleaning equipment	
UNIT II	PEST CONTROL	15 Hours
2.1	Integrated Pest Control Management (IPM) Preventive and Control measures	
2.2	Pest Control Contractors and their role	
2.3	Deratting Certification	
2.4	Cockroaches different species infestation and control	
2.5	Good House Keeping	
2.6	IMO recommendations on the safe use of pesticides on board	
UNIT III	CABIN / PUBLIC AREA CLEANING	15 Hours
3.1	Procedure for cabin cleaning	
3.2	Cleaning of Public areas, alleyways, gangways, deck	
3.3	Cleaning schedule, special care of front of the house area, high traffic areas, façade cleaning	

ACCOMMODATION & FACILITY MANAGEMENT I – PRACTICALS

Total 7 practical, and all are compulsory.

- 1 Glass Pane Cleaning
- 2 Polishing of Silver,
- 3 Brass
- 4 Cleaning of Public area
- 5 Offices
- 6 Bed Making
- 7 Stain Removal

***NOTE: there will be continuous assessment of skills being acquired through class work, practical & periodic assignments / project works / tests / orals etc.**

***Laboratory journal to be submitted at the end of each term for assessment**

Reference Books:-

1. **Hotel Housekeeping Training Manual**, Sudhir Andrews, Tata Mc Graw Hill Publications
2. **Professional Management of Housekeeping operations**, Robert J. Martin, Jhon Weily & Sons 605,3rd Avenue, N.Y.
3. **Fibres and Fabrics**, Brenda Piper, Long Man Group Publications
4. **Hotel, Hostel and Hospital Housekeeping**, Joan C Branson & Margaret Lennox, Edverd Arnold Publications
5. **Modern Household Science**, Eva Mling, Allman Publications

Scheme of Examination (Practical)

Semester end assessment - 30 marks

- A candidate will be given a 2 activities bed making and polishing or special cleaning of any surface or area
- Assessment will be done as follows

Journal	Grooming	Work sheet	Activity One	Activity Two	Viva-Voce
10	10	10	10	10	10

- Marks obtained out of 60 shall be converted to out of 30 to the next integer for final calculation.
- Practical examination of USHM 103 & USHM 104 shall be conducted separately as per the practical examination scheme and shall be converted to out of 30 to the next integer for final calculation.

**COST AND FINANCIAL MANAGEMENT I
COMMUNICATION SKILLS**

**Contact Hours 30
Contact Hours 30**

Name of the Programme	Duration	Semester	Course/ Course Code
B.Sc in Maritime Hospitality Studies	Six Semesters	I	Cost & Financial Management I & Communication Skills [USMHO105]
Course Code	Title	Credits	
USMHO 105	Cost & Financial Management I & Communication Skills	3	

For Course per week 1 lecture/period is 60 minutes duration				For subject per week 1 lecture/period is 60 minutes duration			
	Theory	Practical	Tutorial				
Actual contacts	4	--	--				
Credits	3	--	--				

Objectives:-

To cost and price food items, dishes and menus also this subject will help them to have a greater understanding of the importance of accurate food costing and pricing, portion control and yield and the effects these components have on the Profit and Loss.

Contents of syllabus for USMHO 105

UNIT I	MANAGEMENT	10 Hours
1.1	Management objectives	
1.2	Definition	
1.3	Management Process	
1.4	Management resources men, money, material, methods and machinery	
1.5	Marketing and time capital investment – return on investment	
1.6	Budgets:- Definition and advantages	

UNIT II	ELEMENTS OF COSTS	10 Hours
2.1	Cost analysis – food cost labour cost	
2.2	Overheard cost elements	
2.3	Control of labour cost and over head cost	

UNIT III	PURCHASE CONTROL	10 Hours
3.1	Qualities & qualifications required of a Purchase manager	
3.2	Duties of purchase manager	
3.3	Objectives of purchasing	
3.4	Purchasing procedures	
3.5	Selecting best suppliers	
3.6	Methods of purchasing	
3.7	Tender buying tender analysis	

3.8	ABC analysis
3.9	Yield testing, yield calculations & yield percentages
3.10	Centralized & decentralized purchasing
3.11	Purchase requisition & purchase order

Reference Books:-

1. **Budgeting, costing and controls**, Ozi D'cunha & Gleson D'cunha, 2001, Dicky's enterprise
2. **Food & Beverage Management**, Sally Stone & Richard Kotas, 1998 & 1994
3. **Accuracy in Food Costing and Purchasing**, Francis T. Lynch, Amazon.com
4. **Principles of Food, Beverage, and Labor Cost Controls**, Paul R. Dittmer and J. Desmond Keefe, amazon.com

COMMUNICATION SKILLS**Contact****Hours 30****Objectives:-**

To introduce students with the process of communication so that they can identify conditions favourable to effective communication and to teach them basic and applied language skills useful for the study of technical subjects as well as communication, with a particular emphasis on writing and oral presentation skills, which are capabilities needed for professional careers .

UNIT I	COMMUNICATION PROCESS	10 Hours
1.1	Concept of Communication – An introduction	
1.1.1	Elements of Communication	
	Sender, Receiver, Message, Medium, Encoding, Decoding and Feedback	
1.1.2	Importance of Effective Communication (In every Field)	
1.2	CHANNELS OF COMMUNICATIONS	
1.2.1	Internal and External Communications, Formal and Informal Channels	
1.2.2	Formal Channels of Communication (Horizontal, Vertical, Upward and Downward Communications)	
1.2.3	Informal Channel of Communications – Grapevine	
1.3	NON-VERBAL AND VISUAL COMMUNICATIONS	
1.3.1	Definition of Non – Verbal Communication	
1.3.2	Types of Non-Verbal Communications	
	Facial Expression, Gestures, Body language, Kinesis, Phonemics and Physical appearance	
1.3.3	Visual communication	
	Signs, Signals, Graphs, Charts, Maps, Color and Posters.	
1.4	BARRIERS OF COMMUNICATION	
1.4.1	Types of Barriers – Their Types	
	Physical, Mechanical, Semantic, Cultural, Psychological	
1.4.2	Ways of overcoming barriers of communication	

UNIT II	LANGUAGE IN LETTER WRITING	10 Hours
2.1	Principles of Official Letter writing, commercial jargon, correct spelling, correct word order and FOUR ‘C’s of Commercial Correspondence	
2.2	Parts of letter	
2.3	LETTERS	
	Job Application Letter, Bio Data, Resume	
	Inquiring Letter (For rooms), reply to enquiry letters	
	Order Letter and quotation letter	
	Claim and Adjustment	

	Credit and Collection Letter	
	Sales letter and circular	
	Notice and Memorandum	
2.4	REPORT WRITING	

	Structure of Report: Individual and Committee (Short and Long Report)
	Types of Report: Investigative, Progressive and feasibility report
2.5	COMPREHENSION AND PRECISE
	Comprehension Passages related to specific fields
	Precise writing and summarization

UNIT III	ORAL COMMUNICATION	10 Hours
3.1	Spoken or conversational English (stress on telephone conversation)	
3.2	Dialogue writing for specific occasions	
3.3	International Phonetic script	
3.4	Presenting oral messages in the form of debates, group discussions, individual & group presentations, preparing for interviews, role plays	

Reference Books:-

1. **101 ways to better communication**, Elizabeth Hierney, 1st Edition, 2001, Kogan Page
2. **Organizational Behavior**, Fred Luthans, Sixth, 1992, McGraw Hill
3. **How to Assert Yourself, Listen to Others, and Resolve Conflicts**, Robert Bolton
4. **Communication Skills**, Leena, Sen; Publisher: Prentice Hall of India
5. **Communication Skills**, Frank Brothers and Company LTD
6. **Communication Skills** (For the University of Mumbai), by Srinivas; Publisher: Tata Mcgraw Hill
7. **Communication Skills** (Revised And Enlarged), Dr. P Prasad, Edition: , Publisher: S.K. Kataria & Sons (Published: 2000)
8. **Communication Process in Organizations**, Rawat Publications
9. **Communication Process in Organizations**, D.S. Dahiya, Rawat Publications

- Examination of Cost & Financial Management I and Communication Skills shall be conducted separately as per the Examination scheme and shall be converted to out of 60 to the next integer for final calculation.

**FOOD SAFETY AND SANITATION
NUTRITION & FOOD SCIENCE**

**Contact Hours 30
Contact Hours 30**

Name of the Programme	Duration	Semester	Course/ Course Code
B.Sc in Maritime Hospitality Studies	Six Semesters	I	Food Safety & Sanitation and Nutrition & Food science [USMHO 106]
Course Code	Title	Credits	
USMHO 106	Food Safety & Sanitation and Nutrition & Food science	2	

For Course per week 1 lecture/period is 60 minutes duration				For subject per week 1 lecture/period is 60 minutes duration			
	Theory	Practical	Tutorial				
Actual contacts	4	--	--				
Credits	2	--	--				

Objectives:-

This subject meets the basic competency standards required for Food Safety on board. The subject covers food safety legislation and their role and responsibilities under a Food Safety Program. It will cover the basic skills and knowledge required to implement food safety procedures and to fill in its required records. Students will learn about the risks involved in food storage, preparation and handling, displaying, service and transportation, with a detailed look at micro organism, contamination and adulteration. Learn how to reduce risk through personal hygiene, cleaning and sanitation, temperature control and safe handling procedures. The course covers in detail HACCP (Hazard Analysis Critical Control Points) system, vessel sanitation and USPH guidelines in detail.

Contents of syllabus for USMHO 106

UNIT I	MICRO ORGANISMS & TEMPERATURE CONTROL	10 Hours
1.1.1	Classification of microbes	
1.1.2	Factors favourable for growth of Micro Organisms	
1.1.3	Harmful Effects of Micro Organism	
1.1.4	Various food poisoning Source, Signs, Symptoms and Prevention	

1.2	TEMPERATURE CONTROL
1.2.1	Safe Temperature
1.2.2	Compliance with the temperature control regulations
1.2.3	Good practice for effective control of food temperature
1.2.4	Temperature measuring equipments
1.2.5	Big Thaw – Safe Practices
1.2.6	General Freezing requirements for Meat, Poultry Fish and Frozen Vegetables
1.2.7	Rules for Rechauffe

UNIT II	PEST CONTROL	10 Hours
2.1	Onboard Legislations	
2.2	Integrated Pest Management (IPM)	
2.3	Good Housekeeping	
2.4	Control Measures	
2.5	Pest Control Contractors	

UNIT III	LEGAL REQUIREMENTS, GUIDE TO COMPLIANCE & ADVICE ON GOOD PRACTICE BY SHIPPING INDUSTRY CATERER (RULE OF HYGIENE ONBOARD)	10 Hours
3.1.1	Care in Transporting Foods from Shore to Ships	
3.1.2	Food Waste (Garbage Management Plan (GMP))	
3.1.3	Personal Hygiene	
3.1.4	Provisions applicable to food stuffs (Care in receiving, storing and handling)	
3.1.5	Dishwashing methods – manual and machine dish washing, merits and demerits	
3.1.6	Protective display of food, hot and cold display counters	
3.2	GARBAGE MANAGEMENT ON BOARD (MARPOL 73/78)	

Reference Books:-

Handbook of food & nutrition, M. Swaminathan, 1999,

Food microbiology, W. C. Frazier / D. D. Westhoff, 1991

Food hygiene & sanitation, S. Roday, 1991

Nutritive value of Indian foods, Gopalan, 1995, Jacob Michael, Delhi

A trainee guide for managers of food service establishments, 1991, CBS Publishers & Distributors

Safe food handling, Stanley Thomas

The Prevention of food poisoning, Jill Trickett, 1992

Catering Management, an integrated approach, Sethi / Mohini, New Delhi, 1987, Wiley Eastern Ltd,

Industry Guide to Good Hygiene Practice: Catering Guide Ships, 2004, Chadwick House Group Ltd., 15, Hatfields, London – SE1 8DJ.

NUTRITION & FOOD SCIENCE**Contact Hours 30****Objectives:-**

The subject will develop basic awareness of the importance of nutrition and balanced diet. It will also give insight in to the changes occurred in food during different cooking process and how to reduce nutritional loses during cooking.

UNIT I	INTRODUCTION	10 Hours
1.1	Importance of Nutrition	
1.2	Basic Nutrients	
1.3	Function of various Nutrients	
1.4	Importance of water To the Human Body	
1.5	Basic five food groups	
1.6	Nutrients loss while storing or preparation of foods	
1.7	Effect of cooking on various nutrients	
1.8	Balanced diet	
1.9	Basic for meal planning	

UNIT II	COLLOIDAL CHEMISTRY	10 Hours
2.1	Colloidal System – Types of Colloids in Food (Food Eg. of Sol, Gel, Emulsion and foam, Emulsifying, Agents and their use in preparation of Emulsions	
2.2	Browning reactions in Food – Causes, desirable and undesirable effects, with food examples	

UNIT III	FOOD ADDITIVES	10 Hours
3.1	Thickening, Stabilizing and emulsifying agents	

Reference Books:-

1. **Handbook of food & nutrition**, M. Swaminathan, 1999,
2. **Nutritive value of Indian foods**, Gopalan, 1995
3. **Catering Management, an integrated approach**, Sethi / Mohini, New Delhi, 1987, Wiley Eastern Ltd.
4. **Industry Guide to Good Hygiene Practice: Catering Guide Ships**, 2004, Chadwick House Group Ltd., 15, Hatfields, London – SE1 8DJ.

- Examination of Food Safety And Nutrition & Food Science shall be conducted separately as per the Examination scheme and shall be converted to out of 60 to the next integer for final calculation.

B.Sc. in Maritime Hospitality Studies

Theory/Practical : 16 Weeks (15 weeks for lectures/practical & one week for semester end examination)

Semester –II

Course Code	Title of the Course	Per Week		Per Semester		Credits		Total
		L	P	L	P	L	P	
USMHO201	Maritime Studies-II	3	2	45	30	2	2	4
USMHO202	Food Production-II	3	8	45	120	2	3	5
USMHO203	Food & Beverage Service-II	3	3	45	45	2	2	6
USMHO204	Accommodation & Facility Management-II	3	3	45	45	2		
USMHO205	Cost & Financial Management-II and Communication Skills	4	--	60	--	3	--	3
USMHO206	Food Safety & Sanitation and Nutrition & Food Science	4	--	60	--	2	--	2
TOTAL		20	16	300	240	13	7	20

Maritime Studies II**Contact Hours 45**

Name of the Program	Duration	Semester	Course/ Course Code
B.Sc in Maritime Hospitality Studies	Six Semesters	II	Maritime Studies II [USMHO201]
Course Code	Title	Credits	
USMHO 201	Maritime Studies II	2+2	

For Course per week 1 lecture/period is 60 minutes duration				For subject per week 1 lecture/period is 60 minutes duration			
	Theory	Practical	Tutorial				
Actual contacts	3	1	--				
Credits	2	2	--				

Objective:-

This subject exposes the students to Safety, Legislation and preventive maintenance onboard and mandatory STCW Courses.

Contents of syllabus for USMHO 201

UNIT I	Proficiency in Elementary First Aid 1.1 General Principles 1.2 Body Structure & Functions 1.3 Positioning of Casualty 1.4 The Unconscious Casualty 1.5 Resuscitation 1.6 Bleeding 1.7 Management of Shock 1.8 Burns and Scalds and Accidents caused by Electricity 1.9 Rescue & Transport of Casualty 1.10 First Aid Practicals*	15Hours	30 Hours
Unit II	Marine Safety 2.1 Safety Induction 2.2 Risk Assessment Main Elements of Risk Assessment Detailed Risk Assessment	15 Hours	30 Hours

UNIT II	<p>2.3 Health Surveillance 3.1 Purpose 3.2 Application</p> <p>2.4 Safety Committee Safety Officers & Representatives Safety Inspections Check list for Safety Officer’s Inspection Accident Investigation & Records of accidents</p> <p>2.5 Personal Protective Equipment</p> <ul style="list-style-type: none"> • Types of Equipment • Face & Eye Protection • Respiratory Protective Equipment • Body Protection • Protection against drowning <p>2.6 Means of access & Safety Signs</p> <ul style="list-style-type: none"> • Safe Movement • Boarding Arrangements • Entry into dangerous spaces • ‘Permit to work’ System • Safety Signs <p>2.7 Fire Precautions</p> <ul style="list-style-type: none"> • General • Spontaneous Combustion • Machinery spaces & galleys <p>2.8 Security onboard</p> <ul style="list-style-type: none"> • Stowaways • Piracy • General Precautions <p>2.9 Living onboard</p> <ul style="list-style-type: none"> • Health & Hygiene • Working in hot climates • Substances hazardous to health • Cuts, burns & scalds <p>2.10 Safe Movement</p> <ul style="list-style-type: none"> • General • Transit Areas • Lighting • Watertight doors • Manual Handling Techniques • Code of Hand Signals <p>2.11 Food Preparation & Handling</p> <ul style="list-style-type: none"> • Health & Hygiene • Slips, falls & tripping hazards • Catering equipment, care & handling • Refrigerated rooms and stores <p>2.12 Maintenance</p> <ul style="list-style-type: none"> • General • Air conditioners & Refrigeration Machinery • Electrical Equipment • Laundry Equipment <p>2.13 Hazardous Substances</p> <ul style="list-style-type: none"> • General 	15 Hours	30 Hours
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	<ul style="list-style-type: none"> • Asbestos Dust • Dangerous Goods • Dry Cleaning Operations • Safe use of pesticides 		
UNIT III	Standard Marine Navigational Vocabulary 3.1 Miscellaneous phrases 3.2 internal communication 3.3 Cruise Ship Dictionary	30 Hours	

** All practical exercises to be carried out as required by Table A-VI/1.1, Table A-VI/1.2, Table A-VI/1.3*

of the STCW Code 95 of International Maritime Organisation. The conduct of these modules shall be as per the guidelines of D.G Shipping as directed through training circulars time to time.

***There will be continuous assessment of skills being acquired through class work, practical and periodic assignments / project works / tests/ orals etc.**

***Laboratory journal to be submitted at the end of each term for assessment**

Reference Books:-

5. Practical knots and rope works, Bland ford, Percy, W. Tab books Inc
6. Safety and Survival at Sea, 1980, LEE, ECB & Others, New York, WW Norton and co.
7. Model course crowd management, IMO, London
8. Solas, 2001, Consolidated edition, Mumbai, Sterling Book House

Scheme of Examination (Practical)

Semester end assessment - 30 marks

Practical exams of 10 marks each to be conducted for –

- c) Proficiency in Elementary First Aid (EFA)
- d) Personal Safety and Social Responsibility (PSSR)

- * A candidate shall be judged on the basis of his performance during drills and viva-voce.
- * Journal (continuous assessment of practical throughout the year) – 05 marks.
- * Viva-voce – 05 marks

FOOD PRODUCTION – II**Contact Hours 45**

Name of the Programme	Duration	Semester	Course/ Course Code
B.Sc in Maritime Hospitality Studies	Six Semesters	II	Food Production II [USMHO 202]
Course Code	Title	Credits	
USMHO 202	Food Production II	2+3	

For Course per week 1 lecture/period is 60 minutes duration				For subject per week 1 lecture/period is 60 minutes duration			
	Theory	Practical	Tutorial				
Actual contacts	3	8	--				
Credits	2	3	--				

Objectives:-

The subject will develop basic awareness of the technical skills required in the food production department it also gives a comprehensive insight into the commodities required, their characteristics uses and handling procedures. This shall help students to produce the varieties of dishes suitable for the various occasions. This will also help develop the right attitude, good work habits, right cooking techniques, use of correct tools and equipments to prevent nutritional and material loss, wastage and damage.

Contents of syllabus for USMHO 202

UNIT I	Meat, Poultry and Game	15 Hours
1.1	Factors that give meat good quality	
1.2	Cooking Methods	
1.3	How to judge quality of	
	a) Beef b) Lamb c) Pork	
1.4	Cuts of Meat (Diagrams with Common Parts and Cuts)	
	a) Cuts of Lamb b) Cuts of Pork C) Cuts of Beef	
1.5	Types of birds included in poultry	
1.6	Criteria for choosing bird	
1.7	Popular cuts of poultry	
1.8	Trussing a poultry	
1.9	Definition of games	
1.10	Hanging games	
1.11	Various types of games and preparation method	
UNIT II	FISH COOKERY	15 Hours
2.1	Common Classification of Fish i) White Fish (Round) ii) Lean Fish (Flat) iii) Oily Fish iv) Shell Fish	
2.2	How to choose a Fish	
2.3	Cooking Methods	
2.4	Common cuts of Fish:- Fillet, Paupiette, Supreme, Meuniere, Darne, Steak	

UNIT III	15 Hours
3.1.1	FRUITS
3.1.1	Classification of Fruits
3.1.2	Selection and Handling of Fruits
3.1.3	Preparation of Fruits
3.1.4	Fruit as a primary culinary preparation
3.1.5	Few international standards of inspection, selection & grading of fruits
3.1.6	Availability & storage
3.2	CEREALS & PULSES
3.2.1	Introduction to Rice, Corn, Oats, Soya and Soya products.
3.2.2	Sprouts – Definition, Methods of Preparation and its uses

FOOD PRODUCTION – I (PRACTICAL)

12 sets of menus / activities are to be done during the academic year. It is compulsory for each student to attend at least 9 menus / activity during the session.

ACTIVITY 1	a) Mother Sauces <ul style="list-style-type: none">• White or Béchamel Sauce• Brown or Espagnole Sauce• Veloute Sauce• Tomato Sauce• Hollandaise Sauce• Mayonnaise Sauce
ACTIVITY 2	a) Clam Chowder b) Grilled Fish Granobolise c) Chicken Maryland d) Steamed Asparagus e) Grilled Vegetable f) Fruit Custard g) Banana Fritters h) Black Tea
ACTIVITY 3	a) Vanilla Milk Shake b) Omelette c) Fried Eggs d) Potato Cake e) Vegetable Cutlets f) Hash Brown Potato g) Chicken Burger
ACTIVITY 4	a) Egg Bhurjee b) Puri Bhaji c) Upama d) Aloo Paratha e) Misal Pav f) Mysore Bonda g) Madras Coffee
ACTIVITY 5	a) Tandoori Chicken b) Tandoori Roti c) Green Chatni d) Egg Curry e) Usal f) Kadi Pakoda g) Lemon Rice h) Chana Dal Payasam
ACTIVITY 6	a) Cream of Cucumber Soup b) Hungarian Goulash c) Poulet Sauté Chasseur d) Ratatouille e) Veg Pilaf f) Bread Rolls g) Honey comb mould

ACTIVITY 7	<ul style="list-style-type: none"> a) Scotch Broth b) Shepherd Pie c) Vegetable Stew d) Herbs Rice e) Bread Rolls f) Coffee Mousse
ACTIVITY 8	<ul style="list-style-type: none"> a) Cream of Dubarry b) Poulet Sauté Portugese c) Baked Marconi d) Corn and Spinach Au-gratin e) Bread Rolls f) Queen of Pudding
ACTIVITY 9	<ul style="list-style-type: none"> a) Cream of Celery Soup b) Fish Morney c) Aubergine Provencal d) Garlic Spaghetti e) Elbert Pudding
ACTIVITY 10	<ul style="list-style-type: none"> a) Chicken Chowder b) Meat balls in BBQ Sauce c) Corn and green Pepper Fritters d) Steam Rice e) Bread Rolls f) Ginger Puddings
ACTIVITY 11	<ul style="list-style-type: none"> a) Tomato Okra Soup b) Poulet Sauté Forestiere c) Vegetable Pie d) Spaghetti Napolitana e) Bread Rolls f) Pancake with Coconut Filling
ACTIVITY 12	<ul style="list-style-type: none"> a) Cream Mushroom Soup b) Chicken Ala King c) Lentil Rissoles d) Cheese and Corn Soufflés e) Herbs Rice f) Pineapple Mousse

***NOTE: there will be continuous assessment of skills being acquired through class work, practical & periodic assignments / project works / tests / orals etc.**

***At least 9 experiments to be undertaken by each student**

***Laboratory journal to be submitted at the end of each term for assessment**

Reference Books:-

11. **Modern Cookery for Teaching and Trade**, Thangam E. Philip, 4th Vol., 1996, Orient Longman Ltd., Mumbai.
12. **Theory of Cookery**, Krishna Arora, 2nd, 1992, Frank Bros & Co. Ltd, 4675, Darya Ganj, New Delhi – 2
13. **Understanding Cooking**, Lundburge & Kotschevar, Wayne Gisselen
14. **Professional Cooking**, 4th, 1992, John Weily & Sons 605, 3rd Avenue, N. Y.
15. **Theory of Catering**, Kinton Ceserani, 7th, 1996, Hodder & Stoughton Educational, 338, Euston Road, London

16. **Food Commodities**, Bernard Davis, 4th, 1998, William Heinmen Ltd. 15, Queens Street, May Fair, London
17. **Basic Cookery The Process Approach**, Daniel R. Stevenson, 5th, 1997 Stanley Thornes Ltd., Old Station Drive, England.
18. **Kitchen a float galley management & meal preparation**, Joy Smith, 2002, Warsash Nautical Books 6, Dibles Road, Warsash, Sonthampton 5031, 9 H2, UK
19. **Cruising Cuisine**, Kay Pastorius, 1997, Warsash Nautical Books 6, Dibles Road, Warsash, Sonthampton 5031, 9 H2, UK
20. **The care & feeding of sailing crew**, Lin Pardey with Larry Pardey, 1995, Warsash Nautical Books 6, Dibles Road, Warsash, Sonthampton 5031, 9 H2, UK

Scheme of Examination (Practical)

Semester end assessment - 30 marks

- Candidate will be given a menu comprising of 4 dishes.
- Indent sheet and plan of work sheet to be filled by the candidate of the menu he gets.
- He / she supposed to collect indents, prepare and present the dishes in the menu within stipulated time.
- Cleaning and securing equipments and working area is also to be done within stipulated time.
- Assessment will be done as follows –

Journal	Indent Sheet & plan of work	Colour	Consistency	Taste	Texture	Viva-voce	Personal Grooming, Cleaning & Securing
10	10	10	10	10	10	10	10

- Marks obtained out of 80 shall be converted to out of 30 to the next integer for final calculation.

Name of the Programme	Duration	Semester	Course/ Course Code
B.Sc in Maritime Hospitality Studies	Six Semesters	II	Food & Beverage Service II [USMHO 203]
Course Code	Title	Credits	
USMHO 203	Food Production II	2+1	

For Course per week 1 lecture/period is 60 minutes duration				For subject per week 1 lecture/period is 60 minutes duration			
	Theory	Practical	Tutorial				
Actual contacts	3	3	--				
Credits	2	1	--				

Objectives:-

This subject will introduce the students to laying of covers and basic technique of Food and Beverage Service and to develop a comprehensive knowledge & understanding of Food & Beverage Service in the Hospitality & Catering industry. It also aims to enable the students to acquire professional competence for Food & Beverage Service & its related activities. Part of the training would be under simulated environment.

Contents of syllabus for USMHO 203

UNIT I	BREAKFAST & NON-ALCOHOLIC BEVERAGES	15 Hours
1.1	Definition and Types – English, Continental, American, North Indian, South Indian & Buffet	
1.2	STIMULATING BEVERAGES	
1.2.1	Tea (Common types) – Ready Made, Pot, Masala & Chinese	
1.2.2	Preparation and Service of Tea	
1.2.3	Coffee (Common types) – Espresso, Instant Coffee, Filter coffee, De-caffeinated	
1.2.4	Preparation and Service of Coffee	
1.2.5	High Tea and its Services	

UNIT II	CONTROL SYSTEMS	15 Hours
2.1	Kitchen Order Ticket (KOT)	
2.2	Bar Order Ticket (BOT)	
	METHODS OF BILLING AND PAYMENTS	
2.3	Difference Modes of Payments – Cash, Credit/ Debit Card, Travelers Cheque, International Currencies	
2.4	Club Memberships and Corporate Clients	
2.5	CRS and Plan Guest	

UNIT III	MENU	15 Hours
3.1	History of Menu	
3.2	A la carte	
3.3	Table d hote	
3.4	Menu Schedules	
	Fixed Menu	
	Cyclic Menu	
3.5	Types of Menu	
	Specialty Menu	
	Therapeutic Menu	
3.6	Courses in French Classical Menu	
	MENU PLANNING	
3.7	Factors Influencing Menu Planning	
3.8	Selecting Menu Items	
3.9	Common Menu compiling Mistakes	
3.10	Evaluating Menu	

FOOD & BEVERAGE SERVICE PAPER II (PRACTICAL)

Total 12 practical are to be carried out from the second semester, out of which 9 are compulsory for each student to attend.

1 to 4.	Practice of Food Service (Minimum 4 menus)		
5.	Menu Compiling		
6.	Practice Laying of Covers for the Compiled Menu		
7.	Breakfast		
8.	Room Service		
9.	Bar Service		
10.	Restaurant		
11.	Tea / Coffee Service		
12.	High Tea Service		

***NOTE: there will be continuous assessment of skills being acquired through class work, practical & periodic assignments / project works / tests / orals etc.**

***At least 9 experiments to be undertaken by each student**

***Laboratory journal to be submitted at the end of each term for assessment**

Reference Books:-

1. **Food & Beverage Service**, Sudhir Andrews, Tata McGraw Hill Publications, New Delhi.
2. **Professional Food & Beverage Service Management**, Brian Varghese
3. **Food and Beverage Service**, Dennis Lillicrap, John Cousins Robert Smith, Fifth, 1998, Hodder and Stoughton Educational, 338 Euston Road, London
4. **The International Guide to Drinks**, United Kingdom Bartenders' Guild, 1994, Vermilion, Random House, 20 Vauxhall Bridge road, London SW 1V2SA

Scheme of Examination (Practical)

Semester end assessment - 30 marks

- A candidate will be given a menu to compile and laying table for it.
- Assessment will be done as follows

Journal	Grooming	Identification of cutlery, crockery, glass ware and hollow ware	Menu Planning	Cover laying	Viva -voce
10	10	10	10	10	10

- Marks obtained out of 60 shall be converted to out of 30 to the next integer for final calculation.
- Practical examination of USHM 203 & USHM 204 shall be conducted separately as per the practical examination scheme and shall be converted to out of 30 to the next integer for final calculation.

ACCOMMODATION & FACILITY MANAGEMENT II**Contact Hours 45**

Name of the Programme	Duration	Semester	Course/ Course Code
B.Sc in Maritime Hospitality Studies	Six Semesters	II	Accommodation & Facility Management II [USMHO 204]
Course Code	Title	Credits	
USMHO 204	Accommodation & Facility Management II	2+1	

For Course per week 1 lecture/period is 60 minutes duration				For subject per week 1 lecture/period is 60 minutes duration			
	Theory	Practical	Tutorial				
Actual contacts	3	3	--				
Credits	2	1	--				

Objectives:-

This subject aims to establish the importance of House Keeping and its role in the hospitality industry. It also prepares the student to acquire basic knowledge and skills necessary for different tasks of house keeping.

Contents of syllabus for USMHO 204

UNIT	MANAGING MAINTENANCE	15 Hours
I	Types of maintenance	
1.1	State goals of maintenance management system	
1.2	Identify and explain the function of several important forms and documents typically used in maintenance management	
1.3	Describe the role played by maintenance. Schedules and detailed instructions in a preventive maintenance programme	
1.4	Maintenance emergencies	
1.5	Describe the factors to consider when hiring contract maintenance service	
1.6		

UNIT II	FOODPRODUCTION AREA- INTRODUCTION, LAYOUT & DESIGN	15 Hours
2.1	KITCHEN	
2.1.1	Equipment requirement for commercial kitchen versus cruise galley	
2.1.2	List and identify large equipment, medium equipments and small equipments	
2.1.3	Describe other equipments and utensils	
2.1.4	Planning of wet working areas	
2.1.5	Planning of pot wash, wet grinding, chef room, larder store and other staff	
2.1.6	facilities	
2.1.7	Describe dish washing machines and garbage disposal Kitchen equipment maintenance	
2.2	LAYOUT / DESIGN	
2.2.1	Principles of kitchen layout and design	
2.2.2	Factor that affect kitchen design	
2.2.3	Exercise on working out different kitchen layout and design based on the data provided	
2.2.4	Budgeting of kitchen equipment	
2.2.5	Kitchen equipment, manufacturer and selection	
2.2.6	Planning for physically challenged	
UNIT III	COORDINATION WITH FRONT OFFICE AND RECORDS MAINTENANCE	15 Hours
3.1	Room stations and room discrepancy	
3.2	VIP classification	
3.3	Key controls in Housekeeping	
3.4	Incident report, lost and found procedure and scanty baggage report	

Reference Books:-

1. **Facilities Management**, Trevor Payne, Chandos Publishing (Oxford)
2. **Facilities Management And Maintenance**, Quah, McGraw-Hill ISE
3. **Facilities Management and the Business of Space**, Wes McGregor, Danny Shiem-Shin Then, Arnold Publishers
4. **Facilities Management in Networked Organisations**, Bob Grimshaw, Blackwell Publishers
5. **Facility Management: Risks and Opportunities**, Bev Nutt, Peter McLennan
6. **Facility, Location, and Land Use**, Chan, Taylor & Francis Group

ACCOMMODATION & FACILITY MANAGEMENT II – PRACTICALS

Total 7 practical, and all are compulsory.

1	Laundry	6 Hours
2	Management of Linen and Uniform onboard ships	4 Hours
3	Polishing different surfaces	6 Hours
4	Daily Cleaning	6 Hours
5	Weekly Cleaning	4 Hours
6	Spring Cleaning	6 Hours
7	Flower arrangements	4 Hours

***NOTE: there will be continuous assessment of skills being acquired through class work, practical & periodic assignments / project works / tests / orals etc.**

***Laboratory journal to be submitted at the end of each term for assessment**

Reference Books:-

6. **Hotel Housekeeping Training Manual**, Sudhir Andrews, Tata Mc Graw Hill Publications
7. **Professional Management of Housekeeping operations**, Robert J. Martin, Jhon Wiley & Sons 605,3rd Avenue, N.Y.
8. **Fibres and Fabrics**, Brenda Piper, Long Man Group Publications
9. **Hotel, Hostel and Hospital Housekeeping**, Joan C Branson & Margaret Lennox, Edverd Arnold Publications
10. **Modern Household Science**, Eva Mling, Allman Publications

Scheme of Examination (Practical)

Semester end assessment - 30 marks

- A candidate will be given a 2 activities bed making and polishing or special cleaning of any surface or area
- Assessment will be done as follows

Journal	Grooming	Work sheet	Activity One	Activity Two	Viva-Voce
10	10	10	10	10	10

- Marks obtained out of 60 shall be converted to out of 30 to the next integer for final calculation.
- Practical examination of USHM 203 & USHM 204 shall be conducted separately as per the practical examination scheme and shall be converted to out of 30 to the next integer for final calculation.

COST AND FINANCIAL MANAGEMENT II**Contact Hours 30**

Name of the Programme	Duration	Semester	Course/ Course Code
B.Sc in Maritime Hospitality Studies	Six Semesters	II	Cost & Financial Management II and Communication Skills [USMHO 205]
Course Code	Title	Credits	
USMHO 205	Cost & Financial Management II and Communication Skills	3	

For Course per week 1 lecture/period is 60 minutes duration				For subject per week 1 lecture/period is 60 minutes duration			
	Theory	Practical	Tutorial				
Actual contacts	4	--	--				
Credits	3	--	--				

Objectives:-

To cost and price food items, dishes and menus also this subject will help them to have a greater understanding of the importance of accurate food costing and pricing, portion control and yield and the effects these components have on the Profit and Loss.

Contents of syllabus for USHM 205

UNIT I	STORES CONTROL	10 Hours
1.1	Objectives of store keeping	
1.2	Location, size & layout	
1.3	Organizing stores & equipments	
1.4	Importance of store keeping	
1.5	Methods of store keeping classification of material	
1.6	Method of receiving	
1.7	Quantity control & Stock control	
1.8	Delivery challans	
1.9	Cross checking with purchase orders	
1.10	Bins card/ Meat tags	
1.11	Computerized records	
1.12	Minimum stock, maximum stock & reorder level	
1.13	Methods of stock valuation	
1.14	Continuous / perpetual stock taking	
1.15	Annual stock taking	
1.16	Causes of difference in book stock & physical stock	
1.17	Avoidable & unavoidable causes of food spoilage	
1.18	Daily / Monthly stock consumption	
UNIT II	PRODUCTION CONTROL	10 Hours
2.1	Stores issues	
2.2	opening balances of raw material / Left over & material in process	
2.3	Production planning	
2.4	Pricing menu card	
2.5	Menu changes, menu engineering	

2.6	Daily material consumption record
2.7	consumption records
2.8	Consumption analysis

UNIT III	COSTING, COST DYNAMICS & COST CONTROL	10 Hours
3.1.1	Daily food cost / gross profit with percentage & control.	
3.1.2	Standard portion size	
3.1.3	Standard beverage cost	
3.1.4	Food cost percentage	
3.1.5	Seat turnover ratio	
3.1.6	Average check	
3.1.7	Sales per menu	
3.1.8	Gross profit method of pricing	
3.1.9	Importance of pricing	
3.1.10	Methods of pricing concept	
3.1.11	Calculating kitchen profit	
3.2.1	Variable cost	
3.2.2	Semi variable cost	
3.2.3	Fixed cost	
3.2.4	Break even – point	
3.2.5	Concept of contribution	
3.2.6	Break – even – chart profit volume graph – p/v ration – calculations	
3.3.1	Objectives	
3.3.2	Prevention of cost	
3.3.3	Establishing standards	
3.3.4	Preventing waste	

Reference Books:-

5. **Budgeting, costing and controls**, Ozi D’cunha & Gleson D’cunha, 2001, Dicky’s enterprise
6. **Food & Beverage Management**, Sally Stone & Richard Kotas, 1998 & 1994
7. **Accuracy in Food Costing and Purchasing**, Francis T. Lynch, Amazon.com
8. **Principles of Food, Beverage, and Labor Cost Controls**, Paul R. Dittmer and J. Desmond Keefe, amazon.com

COMMUNICATION SKILLS

Contact Hours 30

Objectives:-

To introduce students with the process of communication so that they can identify conditions favourable to effective communication and to teach them basic and applied language skills useful for the study of technical subjects as well as communication, with a particular emphasis on writing and oral presentation skills, which are capabilities needed for professional careers and basic knowledge of French language used in hospitality industry and common French words used in Food and Beverages Operation.

UNIT I	FRENCH VOCABULARY AND GRAMMAR	10 Hours
1.1	Words & verbs often used in the hotel / cruise liners	
1.2	Conjugation of French verbs & translation into the various tenses (past, present & future)	
1.3	Transforming sentences into negative / singular & plural form	
1.4	Formation of sentences into French	
UNIT II	CONVERSATIONAL FRENCH	10 Hours
2.1	Basic French conversational sentences with Friends & guest	
2.2	Modes of introduction with friends & guests	
2.3	Knowledge of time, seasons, months, days, Numbers & currency	
2.4	Conversation with regards to interaction with Guest in various areas such as Front Office, restaurant, Bar, House keeping & Kitchen	
UNIT III	FRENCH KITCHEN, RESTAURANT, FRONT OFFICE & BAR TERMINOLOGY	10 Hours
3.1	Knowledge of the kitchen brigade & kitchen Equipments	
3.2	Ingredients, meats, vegetables, fruits, fish, herbs & spices	
3.3	Culinary terms in French	
3.4	French Cheese	
3.5	Knowledge of the restaurant brigade	
3.6	Equipments used the restaurant	
3.7	French Classical menu up to 13 courses	
3.8	Menu translation from French to English & vice-versa	
3.9	Knowledge of principle ingredients used in classical French dishes	
3.10	How to read & translate a recipe from French to English	
3.11	French terminology required in handling Guest check in & Check out	
3.12	How to read & write passport details in French	

Reference Books:-

10. **A Votre Service**, Biswajit Dey, Alliance Franchise, Delhi

11. **French for Hotel Management and Tourism Industry**, S Bhattacharyya, Frank Brothers and Co Ltd.

12. **French for Caterings Students**, John Grishbrook, Hodder and Stoughton

- Examination of Cost & Financial Management II and Communication Skills shall be conducted separately as per the Examination scheme and shall be converted to out of 60 to the next integer for final calculation.

**FOOD SAFETY AND SANITATION
NUTRITION & FOOD SCIENCE**

**Contact Hours 30
Contact Hours 30**

Name of the Programme	Duration	Semester	Course/ Course Code
B.Sc in Maritime Hospitality Studies	Six Semesters	II	Food Safety & Sanitation and Nutrition & Food Science [USMHO 206]
Course Code	Title	Credits	
USMHO 206	Food Safety & Sanitation and Nutrition & Food Science	2	

For Course per week 1 lecture/period is 60 minutes duration				For subject per week 1 lecture/period is 60 minutes duration			
	Theory	Practical	Tutorial				
Actual contacts	4	--	--				
Credits	2	--	--				

Objectives:-

This subject meets the basic competency standards required for Food Safety on board. The subject covers food safety legislation and their role and responsibilities under a Food Safety Program. It will cover the basic skills and knowledge required to implement food safety procedures and to fill in its required records. Students will learn about the risks involved in food storage, preparation and handling, displaying, service and transportation, with a detailed look at micro organism, contamination and adulteration. Learn how to reduce risk through personal hygiene, cleaning and sanitation, temperature control and safe handling procedures. The course covers in detail HACCP (Hazard Analysis Critical Control Points) system, vessel sanitation and USPH guidelines in detail.

Contents of syllabus for USMHO 206

UNIT I	USPH (UNITED STATE PUBLIC HEALTH SERVICES)	10 Hours
1.1	Food Law in United States (Brief History)	
1.2	Federal Regulatory Agencies	
	FDA (Food & Drug Administration)	
	FSIS (Food Safety and Inspection Services)	
1.3	Vessel Sanitation Program USPH Responsibility and Management Responsibility	
1.4	Centre for Disease Control and Prevention (CDC)	
1.5	Inspection and grading as per USPH standards	
1.6	Self assessment check list under USPH	
UNIT II	HACCP	10 Hours
2.1	Background to HACCP	
2.2	The difference between hazard analysis and HACCP	
2.3	What is hazard	
2.4	Control Measures	
2.5	Critical control points (CCP)	

2.6	Critical Limits
2.7	Monitoring
2.8	Corrective action
2.9	Verification
2.10	Documents and records
2.11	Review
UNIT III	SHIPS STORES AND IMPORTATION OF PRODUCTS OF ANIMAL ORIGIN INTO THE EUROPEAN UNION 10 Hours
3.1	General Import Conditions
3.2	Purpose of Food Hygiene Inspections
3.3	Action on conclusion of the Inspections
3.4	Enforcement Issues
3.5	Sampling
3.6	Seizure of Food
3.7	Public Health Incident
3.8	De-rating certifications

Reference Books:-

Handbook of food & nutrition, M. Swaminathan, 1999,
Food microbiology, W. C. Frazier / D. D. Westhoff, 1991
Food hygiene & sanitation, S. Roday, 1991
Nutritive value of Indian foods, Gopalan, 1995, Jacob Michael, Delhi
A trainee guide for managers of food service establishments, 1991, CBS Publishers & Distributors
Safe food handling, Stanley Thomas
The Prevention of food poisoning, Jill Trickett, 1992
Catering Management, an integrated approach, Sethi / Mohini, New Delhi, 1987, Wiley Eastern Ltd,
Industry Guide to Good Hygiene Practice: Catering Guide Ships, 2004, Chadwick House Group Ltd., 15, Hatfields, London – SE1 8DJ.

Objectives:-

The subject will develop basic awareness of the importance of nutrition and balanced diet. It will also give insight in to the changes occurred in food during different cooking process and how to reduce nutritional loses during cooking.

UNIT I	FOOD ADULTERATIONS	10 Hours
1.1	Foods standards in India	
1.2	Common food Adulterants present:-	
	a) Milk b) Sugar c) Turmeric d) Chilly Powder d) Tea and Coffee	
	e) Semolina Flowers f) Ghee and Butter g) Margarine and Oil	

UNIT II	FOOD PRESERVATION AND STORAGE	10 Hours
2.1	Chemical	
2.2	Irradiation	
2.3	Low temperature – Refrigeration and Freezing	
2.4	High Temperature – Pasteurization, Canning, de-hydration and smoking	
2.5	Storage, Cold storage, temperature control, correct use of refrigeration, freezer for storing food stocks, rotation and cooling	

UNIT III	
3.1	EVALUATION OF FOODS
3.1.1	Objectives
3.1.2	Sensory assessment of Food Quality
3.1.3	Methods
3.1.4	Introduction to proximate analysis of food constituents
3.2	FLAVOURS
3.2.1	Definition of Flavour, Influence of Chemical, Constituents and other factors on flavor
3.2.2	Types of flavors, flavoring extracts, natural and synthetic flavour intensifier
3.2.3	Control of flavour in cooking process of Food

Reference Books:-

1. **Handbook of food & nutrition**, M. Swaminathan, 1999,
2. **Nutritive value of Indian foods**, Gopalan, 1995
3. **Catering Management, an integrated approach**, Sethi / Mohini, New Delhi, 1987, Wiley Eastern Ltd.
4. **Industry Guide to Good Hygiene Practice: Catering Guide Ships**, 2004, Chadwick House Group Ltd., 15, Hatfields, London – SE1 8DJ.

- Examination of Food Safety and Nutrition & Food Science shall be conducted separately as per the Examination scheme and shall be converted to out of 60 to the next integer for final calculation.

Scheme of Examination:

The performance of the learners shall be evaluated into two parts. The learner's performance shall be assessed by Internal Assessment with 40% marks in the first part & by conducting the Semester End Examinations with 60% marks in the second part. The allocation of marks for the Internal Assessment and Semester End Examinations are as shown below:-

Internal Assessment: It is defined as the assessment of the learners on the basis of continuous evaluation as envisaged in the Credit based system by way of participation of learners in various academic and correlated activities in the given semester of the programme.

Semester End Assessment : It is defined as the assessment of the learners on the basis of Performance in the semester end Theory/ written/ Practical examination.

Modality of Assessment :

Internal Assessment - 40% **40 marks.**

a) Theory **40 marks**

Sr No	Evaluation type	Marks
1	Two Assignments/Case study/Project	20
2	One class Test (multiple choice questions objective)	10
3	Active participation in routine class instructional deliveries(case studies/ seminars//presentation)	05
4	Overall conduct as a responsible student, manners, skill in articulation, leadership qualities demonstrated through organizing co-curricular activities, etc.	05

b) Practicals **20 marks**

Sr No	Evaluation type	Marks
1	Two best practicals	10
2	Journal	05
3	Viva	05

B) External examination - 60 %

Semester End Theory Assessment - 60% **60 marks**

- i. Duration - These examinations shall be of two hours duration.
- ii. Theory question paper pattern :-
 1. There shall be four questions each of 15 marks. On each unit there will be one question & fourth one will be based on entire syllabus.
 2. All questions shall be compulsory with internal choice within the questions. Each question will be of 20 to 23 marks with options.
 3. Questions may be sub divided into sub questions a, b, c, d & e only & the allocation of marks depends on the weightage of the topic.

Equipments (Area/ Laboratory wise) - Mandatory

Sr. No.	Particulars/ Equipments	Qty.
I	AUDIO VISUAL ROOM (F.Y,S.Y & T.Y)	1
1.	TV Color (Minimum 21") with Trolley	1
2.	DVD/VCD Player	1
3.	OHP	1
4.	LCD Projector	1
5.	Computer/ Laptop with Multimedia Support	1
II	COMPUTER LAB (S.Y, & T.Y)	1
6	Server	1
7	Computers with P4 processor	20
8	LAN Networking	-
9	UPS (As per the requirement) Recommended	1
III	ACCOMMODATION & FACILITIES MANAGEMENT LAB (F.Y & S.Y)	1
10	Mock Guest Room	1
11	Color TV with Remote	1
12	Wooden Cabinet	1
13	Cupboard/ Almirah	1
14	Life Jackets	2
15	Safety Helmet	2
16	Bed Linen	2
17	Small Carpet	1
18	Luggage Rack	1
19	Chair	1
20	Writing Table	1
21	Table Lamp	1
22	Bedside Lamp	1
23	Single Beds & Mattress	2
24	Blankets	2
25	Pillows/Pillow Slips	2
26	Small Cushions	3
27	Upholstered Sofa	1
28	Upholstered Chair	2
29	Big Cushions	5
30	Wall Hangings	7
31	Fire Extinguisher	1
32	Laundry Linen Cart	2
33	Chamber Maid Trolley	1
34	Mockup Guest Bathroom with Wash Basin Counter, WC, Bath tub, Mirror and Guest supplies	1 Each
	BUNKER BED	
35	Single Beds & Mattress	2
36	Working Table	1
37	Chair	1
38	Cupboard	1

Sr. No.	Particulars/ Equipments	Qty.
39	Shower Curtain	1
40	Bed Linen	1 set
	MOCK LAUNDRY SET UP	
41	Cupboard With Racks	1
42	Ironing Board	1
43	Ironing Table	1
44	Stainless Steel Working Table	1
45	Linen Cart	2
46	Washer Extractor/Dryer	1
	EQUIPMENTS / CHEMICALS	
47	Commercial Wet and Dry Vacuum Cleaner (With attachments)	1
48	Commercial Scrubbing cum Polishing Machine (With attachments)	1
49	Cleaning Agents (R1 to R9)	-
50	Chemicals for spotting (as per syllabus)	
IV	ADVANCE TRAINING KITCHEN	1
1.	S. S. Work Table	1
2.	S. S. Work Station with Gas Stove	10
3.	Deep Fridge	1
4.	Hot Plate	8
5.	Griller	1
6.	S. S. Sink with Tap	4
7.	Chopping Board	10
8.	S.S. Container (different sizes)	30
9.	Aluminum Kadai	10
10.	Gastronomical Pans	20
11.	S.S.Thali	10
12.	Juice Strainer	10
13.	Colander	10
14.	Potato Masher	10
15.	Grate	10
16.	Rolling Pin	10
17.	Oil Dispenser	10
18.	Wire Whisk	10
19.	Tong	10
20.	Slicer	10
21.	Jhara	10
22.	Perforated Spoon	10
23.	Flat Spoon	10
24.	Rice Spoon	10
25.	Ladles (different sizes)	20
26.	Frying Pan	10
V	BASIC TRAINING KITCHEN	
1.	S. S. Work Table	1

Sr. No.	Particulars/ Equipments	Qty.
2.	S. S. Work Station with Gas Stove	10
3.	Deep Fridge	1
4.	Hot Plate	8
5.	Griller	1
6.	S. S. Sink with Tap	4
7.	Chopping Board	10
8.	S.S. Container (different sizes)	30
9.	Aluminum Kadai	10
10.	Gastronomical Pans	20
11.	Juice Strainer	10
12.	Colander	10
13.	Potato Masher	10
14.	Grate	10
15.	Rolling Pin	10
16.	Oil Dispenser	10
17.	Wire Whisk	10
18.	Tong	10
19.	Slicer	10
20.	Jhara	10
21.	Perforated Spoon	10
22.	Flat Spoon	10
23.	Rice Spoon	10
24.	Ladles (different sizes)	10
25.	Frying Pan	20
VI	BAKERY (S.Y)	
1.	Fridge	1
2.	Salamander	1
3.	Dough kneader with attachments	1
4.	Double deck oven	1
5.	Gas Range (05 Burner)	1
6.	S. S. Almirah	1
7.	Moulds (as per batch size)	-
8.	Cutters (as per batch size)	-
9.	Nozzles and piping bags	1 set each
10.	Trays (as per batch size)	-
11.	Cake stand	1
VII	TRAINING RESTAURANT (F.Y & S.Y)	
1.	Fridge (Small)	1
2.	Ice Cube Machine	1
3.	Micro wave oven	1
4.	Hot Case	1
5.	Gas Range (05 Burner) / Gueridon trolley	1
6.	Bar chairs	3

Sr. No.	Particulars/ Equipments	Qty.
7.	Wooden Bar Counter	1
8.	Wine Stand	1
9.	Cocktail Shaker	1
10.	Wine Bucket	1
11.	Wooden Almirah with shelf	1
12.	Service Table / Side Board	2
13.	Bar Display	1
14.	Restaurant Table / chairs	20
15.	Dinner Plate (Ceramic)	20
16.	Quarter Plate (Ceramic)	20
17.	Soup Bowl (Ceramic)	20
18.	Soup spoon	20
19.	B'fast Tray (Anti skid) Black	6
20.	B'fast Tray (White)	6
21.	Red Wine Glass	12
22.	Hi Ball Glass	20
23.	Tom Collins Glass	22
24.	Rolly Polly Glass	20
25.	Champagne Saucer	20
26.	old Fashioned Glass	20
27.	Champagne Tulip	20
28.	white wine Glass	20
29.	Beer Mug	20
30.	Crab cracker	1
31.	6 cup Tea pot	4
32.	Cup & saucer (Ceramic)	20
33.	Milk pot	6
34.	Sugar pot	6
35.	A.P.knife	20
36.	A.P.Spoon	20
37.	A.P.Fork	20
38.	Menu Stand S.S	8
39.	Oyster Knife	1
40.	Fish fork	20
41.	fish Knife	20
VIII	WARE WASHING (F.Y, S.Y & T.Y)	
1.	Dish Washer	1
2.	Geyser	1
3.	S. S. Rack (03 Shelf)	2
4.	S. S. Crockery Stand	1
5.	3 Bin Sink with tap	1
6.	Cleaning Chemicals	-
IX	LIFE SAVING APPLIANCE (F.Y. & T.Y.)	

Sr. No.	Particulars/ Equipments	Qty.
1.	Life boat	-
2.	Inflated life raft on display	1
3.	Complete set of life raft equipment	-
4.	Complete set of life boat equipment	-
5.	Immersion suits	2
6.	Life jackets	10
7.	Thermal protective aids	2
8.	Retro reflective tapes	-
9.	Hydrostatic release unit (HRU)	1
10.	Lifebuoys	4
11.	Man overboard markers	2
12.	Self igniting lights	2
13.	EPIRB (Model)	-
X	FIRE FIGHTING APPLIANCE (F.Y. & T.Y.)	
1.	Dummies for search and rescue procedures	2
2.	Fire hoses- 64mm	4
3.	Four nozzles (2 jet, 2 dual purpose)	-
4.	Mechanical foam guns	4
5.	Pressurized water extinguishers	4
6.	Foam extinguishers	4
7.	4.50 kg D.C.P extinguisher	1
8.	10 kg D.C.P extinguisher	1
9.	6.8 kg CO2 extinguisher	2
XI	MEDICAL FIRST AID (MFA) (F.Y.)	
1.	SART (Model)	-
2.	Neil Robertson Stretcher	-
3.	First aid kit	-
4.	Various splints and bandages	-
5.	Resuscitation kit	-
6.	Emergency escape birthing apparatus (EEBD)	1
XII	ENGINE ROOM EQUIPMENT (F.Y.)	
1.	Lubricating Oil/ D.O/ H.O separator	-
2.	Boiler gauge glass	-
3.	Centrifugal pump	-
4.	Reciprocating pump	
5.	Gear pump	
6.	Vane pump	
7.	Screw pump	
8.	Globe valve a) return b) Non return	
9.	Sluice valve	
10.	Butterfly valve	
11.	Quick closing valve	
12.	Ship side overboard valve	
13.	Safety valve	

Sr. No.	Particulars/ Equipments	Qty.
14.	Reducing valve	
15.	Bilge Strum box	
XIII	SAFETY MAINTENACE (F.Y. & T.Y.)	
1.	Safety helmets	10
2.	Goggles	10
3.	Safety Gloves	10 pairs
4.	Earmuffs	10
5.	Dust masks	4
6.	Safety Harness	
XIV	ENCLOSED COMPARTMENT ENTRY EQUIPMENT (F.Y. & T.Y.)	
1.	Explosimeter	1
2.	Oxygen analyzer	1
3.	Hydro carbon detector	1
XVII	DISPLAY (F.Y., S.Y.& T.Y.)	
1.	World Maps	-
2.	Model of Ships	-
3.	Wall mounted photographs of ships and ports	-
XV	Documents (F.Y.)	
1.	Official Log book	-
2.	Articles of agreement	-
XVI	ROPES (F.Y.)	
1.	Manila Ropes (Various sizes)	-
2.	Synthetic Ropes (Various Sizes)	-
3.	Steel wire ropes (Various Sizes)	-
4.	Seizing twine and seizing wire	-
5.	Heaving lines	-
6.	Ropes and wire stoppers	-
XVII	Maintenance Equipment (F.Y. & T.Y.)	
1.	Chipping hammers, Scrapers and wire brushes	-
2.	Paint brushes (various sizes and types)	-
XVIII	LADDER (F.Y. & T.Y.)	
1.	Pilot ladder rigged up for practice	-
2.	Jacob's (Coolie) ladder rigged up for practice	-
XIX	IN-HOUSE SAFETY EQUIPMENTS (MANDATORY) (F.Y., S.Y. & T.Y.)	
1.	Demonstration Table	1
XX	Sounding Equipments (F.Y. & T.Y.)	
1.	UTI Tape	1
2.	Ullage Tape	1
3.	Sounding rod (S.Y.)	1
4.	GMDSS TUTOR TRANSAS (TGS 4100 version 6.1)	1
5.	TRANSAS U.K NT PRO 4000 , version 4.60) simulator	1
6.	Projectors	5
7.	IDS Hospitality Software	1

TUITION FEES CALCULATION

FEES FOR FIRST YEAR B.Sc. MARITIME HOSPITALITY STUDIES

A) Tuition fees

Maritime Studies Faculty	Part Time	1/2
Food Production Faculty	Full Time	1
Food & Beverage Faculty	Part Time	1/2
Room Division Faculty	Part Time	1/2
Financial Management Faculty	Part Time	1/2

Total

3 Faculties

$$3 \times 22,500/- \text{ (approx.)} \times 12 \div 40 = \text{Rs. 20,250/- per student}$$

B) Exam Fees = Rs. 1,000/- per student

C) Laboratory Charges

a) Food Production

22 practicals @ Rs. 180/- for raw material and Rs. 36/- for fuel and replenishments
= $216 \times 22 = 4752/-$

b) Food & Beverages

for consumables and replenishments = 1,200/-

c) Accommodation & Facility

Management
Cleaning materials, chemicals & replenishments = 1,800/-

d) Maritime Studies Practicals =

3,250/-

(Total a + b + c+d) = Rs 11,002/- per student

D) * Administrative Cost = Rs. 8,600/- per student

Total A + B + C + D Rs. 40,852/- per student

Proposed fees for 1st Year = Rs. 40,000/-

*** Summary of Operational Cost & Administrative Cost is given in Annexure – III**

FEES FOR SECOND YEAR B.Sc. MARITIME HOSPITALITY STUDIES

A)	Tuition fees		
	Maritime Studies lecturer	Part Time	½
	Food Production Faculty	Part Time	½
	Food & Beverage Faculty	Part Time	½
	Total		1½
	 $1\frac{1}{2} \times 22,500/- \times 12 \div 40$		
		=	Rs 10,125/- per student
B)	Exam Fees	=	Rs. 1,000/- per student
C)	Laboratory Charges		
	(a) Food Production		
	24 practicals @ Rs. 216/- +		
	Fuel & consumables @ 36 = 252		
	24 x 252 = Rs. 6,048/-		
	(b) Food & Beverages – Rs. 3,500/ Consumables & bar supplies		
	(c) Accommodation & Facility Management - Rs. 1,200/-		
	(d) Bakery & Confectionary		
	19 practicals @ Rs. 144/- +		
	Fuel & Consumables 24 = 168		
	19 x 168 = Rs. 3,192/-		
	(e) I.T.A. Practicals = Rs. 2,400/-		
	(Total a + b + c +d+ e)	=	Rs. 16,340/- per student
D)	* Other operational cost	=	Rs. 9000/- per student
Total A + B + C + D			Rs. 36,465/- per student

Proposed Fees for 2nd Year – 36,000/-

*** Summary of Operational Cost & Administrative Cost is given in Annexure - III**

FEES FOR THIRD YEAR B.Sc. MARITIME HOSPITALITY STUDIES

A)	Tuition fees		
	Maritime Studies Faculty	Part Time	½
	Food Production Faculty	Full Time	1
	Food & Beverage Faculty	Part Time	½
	Accommodation & Facility Management	Part Time	½
	Total		2
	(2 x 22,500 x 12 ÷ 40)	=	Rs. 13,500/-per student
B)	Examination Fees	=	Rs. 1,000/- per student
C)	Laboratory Charges		
	(a) Food Production		
	23 practicals @ Rs. 228/- +		
	Fuel & consumables @ Rs36 = 264		
	22 x 264 = Rs. 6,000/-		
	(b) Simulator Training & Drills =		
	Rs. 8,000/-		
	(Total a + b)	=	Rs. 14,000/- per student
D)	* Other operational cost & Administrative Cost	=	Rs. 5,000/- per student
Total A + B + C + D			Rs. 33,500/- per student

Proposed fees for 3rd year - 33,000/-

*** Summary of Operational Cost & Administrative Cost is given in Annexure - III**

OPERATIONAL COST FOR FIRST YEAR B.Sc. MARITIME HOSPITALITY STUDIES

a) Visiting Faculty for allied subjects	Rs.2,700/- per student(A)
Food Safety & Sanitation - 60 hrs.		
Nutrition & Food Science - 60 hrs.		
<u>Communication Skills</u> - 60 hrs.		
Total	- 180 hrs.	

@ Rs. 600*180 = 1,08,000

b) Laboratory Attendants -	Rs.5,900/- per student(B)
two numbers -	1,36,000/-	
2 Peon -	1,00,000/-	
Total	- 2,36,000/-	

Total a + b	Rs. 8,600/- per student
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OPERATIONAL COST FOR SECOND YEAR B.Sc. MARITIME HOSPITALITY STUDIES

a) Visiting Faculty for allied subjects		Rs.3,600/- per student(A)
Soft Skills	- 60 hrs.		
Communication	- 60 hrs.		
Entrepreneurship	- 60 hrs.		
<u>I.T.A.</u>	<u>- 60 hrs.</u>		
Total	- 240 hrs.		

@ Rs. 600/- per hr. = 1,44,000/-

c) Laboratory Attendants		Rs.5,400/- per student(B)
1 for Bakery	- 78,000/-		
1 for ITA	- 78,000/-		
1 Peon	- 60,000/-		
Total	- 2,16,000/-		
Total a + b		Rs. 9,000/- per student	

OPERATIONAL COST FOR THIRD YEAR B.Sc. MARITIME HOSPITALITY STUDIES

a) Visiting Faculty for allied subjects Rs.2,700/- per student(A)

Principles of Management - 60 hrs.

Human Resource

Management - 60 hrs.

Strategic Management - 60 hrs.

Total - 180 hrs.

@ Rs. 600/- per hr. = 1,08,000/-

b) Instructors & Office Staff Rs. 2,100/- per student(B)

Laboratory Assistant - 84,000/-

Placement & Training Officers - 1,44,000/-

2,28,000/-

Total

Rs. 4,800/- per student

For I & II Semester BSc. - Core Subject Faculty

Sr. No.	Paper	Faculty	Weekly workload- I semester	Weekly workload- II semester	Annual Work load	Qualification
1.	Maritime Studies – I & II	1 Part Time / Visiting	Theory – 3 Practical - 2	Theory – 3 Practical - 2	Th – 90 Pr - 60	Master Mariner Foreign Going, MEO Cl. II (Marine Engineering Officers, Class II)
2.	Food Production – I	1 Full time	Theory – 3 Practical - 8	Theory – 3 Practical - 8	Th – 90 Pr – 240	MHM / MTM / with Degree or Diploma in Hotel Management from a UGC recognised University or AICTE recognized Technical Institute
3.	Food & Beverage – I	1 Part Time / Visiting	Theory – 3 Practical - 3	Theory – 3 Practical - 3	Th – 90 Pr – 90	MHM / MTM / with Degree or Diploma in Hotel Management from a UGC recognised University or AICTE recognized Technical Institute
4.	Accommodation & Facility Management – I	1 Part Time / Visiting	Theory – 3 Practical - 3	Theory – 3 Practical - 3	Th – 90 Pr – 90	MHM / MTM / with Degree or Diploma in Hotel Management from a UGC recognised University or AICTE recognized Technical Institute
5.	Cost & Financial Management – I	Visiting	Theory – 2	Theory – 2	Th – 60	M.Com / C.A. / ICWA or equivalent from a UGC recognized University or ACITE recognized Technical Institute

For III & IV Semester BSc. - Core Subject Faculty (Workload of I,II,III & IV Semester together)

Sr. No.	Paper	Faculty (for Semester I,II,III & IV)	Weekly workload- III semester	Weekly workload- IV semester	Annual Work load (Semester I to IV)	Qualification
1.	Maritime Studies – III & IV	1 Full Time	Theory – 3 Practical -2	Theory – 3 Practical - 2	Th – 180 Pr - 120	Master Mariner Foreign Going, MEO Cl. II (Marine Engineering Officers, Class II) / Radio Officer
2.	Food Production – III & IV	1 Full Time + 1 part time	Theory – 3 Practical-8	Theory – 3 Practical-8	Th – 150 Pr – 450	MHM / MTM / with Degree or Diploma in Hotel Management from a UGC recognised University or AICTE recognized Technical Institute
3.	Food & Beverage – III & IV	1 Full Time	Theory – 2	Theory – 2 Practical - 2	Th – 150 Pr – 150	MHM / MTM / with Degree or Diploma in Hotel Management from a UGC recognised University or AICTE recognized Technical Institute
4.	Accommodation & Facility Management – III & IV	1 Part Time / Visiting	Theory – 2	Theory – 2 Practical - 2	Th – 150 Pr – 150	MHM / MTM / with Degree or Diploma in Hotel Management from a UGC recognised University or AICTE recognized Technical Institute
5.	Cost & Financial Management – III & IV	1 Part Time / Visiting	Theory – 2	Theory – 2	Th – 120	M.Com / C.A. / ICWA or equivalent from a UGC recognized University or ACITE recognized Technical Institute

For V & VI Semester BSc.- Core Subject Faculty (Workload of all six semesters together)

Sr. No.	Paper	Faculty (for Semester I to VI)	Weekly workload- V semester	Weekly workload- VI semester	Annual Work load (Semester I to VI)	Qualification
1.	Maritime Studies – VI	1 Full Time + 1 Visiting	--	Theory – 3 Practical - 2	Th –240 Pr - 160	Master Mariner Foreign Going, MEO Cl. II (Marine Engineering Officers, Class II)
2.	Food Production – VI	3 Full Times	--	Theory – 3 Practical-4	Th –210 Pr – 570	MHM / MTM / with Degree or Diploma in Hotel Management from a UGC recognised University or AICTE recognized Technical Institute
3.	Food & Beverage – VI	1 Full Time + 1 Visiting	--	Theory – 3	Th – 210	MHM / MTM / with Degree or Diploma in Hotel Management from a UGC recognised University or AICTE recognized Technical Institute
4.	Accommodation & Facility Management – VI	1 Full Time + 1 Visiting	--	Theory – 3	Th – 210	MHM / MTM / with Degree or Diploma in Hotel Management from a UGC recognised University or AICTE recognized Technical Institute
5.	Cost & Financial Management – VI	1 Part Time / Visiting	--	Theory – 3	Th – 180	M.Com / C.A. / ICWA or equivalent from a UGC recognized University or ACITE recognized Technical Institute

- As practical batch size is 20, actual contact hours shall be doubled for practical in case there are more than 20 students in a semester
- Semester V shall be Industrial Training
- Classes will be conduct for 20 weeks in semester VI BSc

Allied Subjects (Visiting Faculties) FY B.Sc.

Food Safety & Sanitation
 Nutrition and Food Science
 Communication Skills

Allied Subjects (Visiting Faculties) SY B.Sc.

Bakery & Confectionary
Soft Skills
Information Technology Applications

Allied Subjects (Visiting Faculties) TY B.Sc.

Principles of Management
HRM
Strategic Management

Qualifications: Post Graduates in respective area of specialization or Graduation with 10 years Industry experience

Training & Placement Officer (S.Y. & T.Y.)

Qualifications: MHM, MTM, MBA, Master Marine Foreign Going

Lab Attendant

I & II Semester BSc:

1 Lab attendant and 2 peon for Food Production, Food & Beverages and Accommodation & Facility Management laboratories

1 Lab attendant for seamanship laboratory

III & IV Semester BSc: Cumulative Load of I,II,III & IV Semester

1 Lab attendant and 3 peon
(for extra load of Food Production & Bakery Practicals of S.Y. BSc)

1 Lab attendant for seamanship laboratory

V & VI semester B.Sc: Cumulative Load of all six semesters

1 Lab assistant
1 Lab attendant and 3 peon (for extra load of Food Production laboratory for T.Y. B.Sc.)
1 Lab attendant for seamanship laboratory

Qualifications:

Lab Assistant- 10th pass with minimum one year craftsmanship course in respective area with 3 years Industry experience or Certificate Course in Maritime Catering / Saloon Rating certificate holder from any Directorate General of Shipping approved Institute with 18 months of sea experience.

Lab Attendant-10th pass with minimum one year craftsmanship course in respective area or Certificate Course in Maritime Catering / Saloon Rating certificate / Deck Rating (for seamanship lab)certificate holder from any Directorate of General of Shipping approved Institute.

Peon - 10th pass

LIBRARY

The college / institution shall spend minimum Rs 1, 00,000 in the first year on purchase of books and journals as the initial investment on the library, thereafter the entire library fees collected from the students shall be invested on library as per university guidelines.