

SYLLABUS FOR QUALITY CURATOR CERTIFICATION SCHEME

Name of the Certification	Quality Curator Certification Scheme for Retail Storage Locations.
Requirement / Eligibility	Should be an operation officer in BPCL with minimum 1 year of experience in retail operation.
Pre requisite	Should have acquired skills of Quality Control Procedures and Guidelines from any one of following – <ul style="list-style-type: none"> • On job training • Training taken through specific sessions conducted by experts in the
Abilities/Code of conduct	As detailed in Certification scheme
Marks distribution/ Duration of exam:	<ul style="list-style-type: none"> • Written test (50 Marks)-1 Hour • Interview (30 Marks) - Max 10 Minutes • Practical test (20 marks) – Max 1 hour
Pass or Fail requirements	<ul style="list-style-type: none"> • 70% is the passing marks for the individual performance in written test, interview and practical test. • If the candidate fails in any assessment of written, practical and interview test, final result will be “FAIL”.

1) Syllabus for Written Test and Interview

Unit Number	Unit name	Written Test Marks	Interview Marks
1	INDUSTRY QUALITY CONTROL MANUAL	30	30
2	MARKETING DISCIPLINE GUIDELINES	5	
3	INDUSTRY QUALITY MANUAL FOR ETHANOL AND BLENDS	5	
4	INDUSTRY QUALITY CONTROL MANUAL FOR BIO DIESEL AND BLENDS	5	
5	OIL INDUSTRY TRANSPORT DISCIPLINE GUIDELINES	5	
	TOTAL	50	30

2) Syllabus for Practical test:

Unit Number	Unit name	Marks
6	SAMPLING TECHNIQUES & QC TEST PROCEDURES	20

Detailed Syllabus for Written Test and Interview

Unit Number	Unit name	Written Test Marks	Interview Marks
1	INDUSTRY QUALITY CONTROL MANUAL	30	20

Unit No	Details	Written Marks
1.1	Introduction: Objective, Purpose and scope of IQCM, Product specifications and Documentation	1
1.2	Product Quality and Specifications : Manufacturing and Marketing Specification	1
1.3	Receipt : Receipt by Ocean tankers, Pipelines, Tank trucks, Tank wagons, Barrels, Barges. Sampling of all modes of receipt. Allotment of Batch numbers	6
1.4	Storage: Facilities, Color coding, Quality monitoring, Grade change over Procedures, and handling product quality failures.	6
1.5	Dispatch: Dispatch by Ocean tankers, Pipelines, Tank trucks, Tank Wagons, Barrels, Barges. Sampling and retention of samples	6
1.6	Additional Controls for Highly Quality Sensitive Products: For Naphtha and HFHSD	2
1.7	Sampling: Purpose of sampling, Sample aids, sample 3container, types of samples, samples retention and labelling	3
1.8	Product Quality Failure Investigation: Procedure for failure investigation in chronological order as per IQCM	1
1.9	Appendices: Usage of all appendix as per IQCM	2
Total allocated marks for the section		30

Unit Number	Unit name	Written Test Marks	Interview Marks
2	MARKETING DISCIPLINE GUIDELINES	5	2

Unit No	Details	Written Marks
2.1	Invoice details as per MDG	1
2.2	Retention of samples as per MDG	2
2.3	Drawal of samples at Retail Outlets as per MDG	2
Total allocated marks for the section		5

Unit Number	Unit name	Written Test Marks	Interview Marks
3	INDUSTRY QUALITY MANUAL FOR ETHANOL AND BLENDS	5	3

Unit No	Details	Written
3.1	Introduction, Terminology, Quality and Salient features of Ethanol	1
3.2	Receipt and Storage of Ethanol	1
3.3	Color coding and Quality Monitoring of ethanol	1
3.4	Blending and Transportation	1
3.5	Material compatibility and Safety of handling Ethanol	1
3.6	All details about Appendices	
Total allocated marks for the section		5

Unit Number	Unit name	Written Test Marks	Interview Marks
4	INDUSTRY QUALITY CONTROL MANUAL FOR BIO DIESEL AND BLENDS	5	3

Unit No	Details	Written
4.1	Introduction, Terminology, Quality and Salient features of Bio Diesel	1
4.2	Procurement and Receipt of Bio diesel	
4.3	Storage and Handling of Biodiesel (B100) & Blends	1
4.4	Color Coding & Monitoring of Biodiesel (B100) & Blends	1
4.5	Blending of Biodiesel (B100) in HSD & Quality Control Checks	
4.6	Dispatch of HSD-Biodiesel Blends	1
4.7	Safety precautions	1
4.8	All Annexures as per manual	
Total allocated marks for the section		5

Unit Number	Unit name	Written Test Marks	Interview Marks
5	OIL INDUSTRY TRANSPORT DISCIPLINE GUIDELINES	5	2

Unit No	Details	Written
5.1	Introduction and Transportation details	1
5.2	Product loading and Product receipt	1
5.3	Tank lorry monitoring and VTS	1
5.4	Health, Safety & Environment	1

5.5	Adulteration, Malpractices, Irregularities and Penalties.	1
Total allocated marks for the section		5

Detailed Syllabus for Practical test

Unit Number	Unit name	Marks
6	SAMPLING TECHNIQUES & QC TEST PROCEDURES	20

Unit No	Details	Practical
6.1	Above Ground Tank sampling techniques	10
6.2	Under Ground tank sampling techniques	
6.3	Density tests	10
6.4	Ethanol content in EBMS sample test	
6.5	Flash Point (Manual Abel Flash Point) test	
6.6	Manual distillation test	
6.7	Ethanol Purity test	
Total allocated marks for the section		20

REFERENCE BOOKS:

1) INDUSTRY QUALITY CONTROL MANUAL:

(For Non-Aviation Petroleum products) –Approved by Ministry of Petroleum & Natural Gas, Govt. of India, New Delhi. Letter No. R 12042(11)146/2017-OR-II (P 29296) dated 9th April 2019 Effective from April 2019.

2) MARKETING DISCIPLINE GUIDELINES:

for RO / SKO Dealerships of Public Sector Marketing Companies Effective 8th January 2013 (Amended on 03.08.2018)

3) INDUSTRY QUALITY MANUAL FOR ETHANOL AND BLENDS:

With effect from 01st August 2021.

4) INDUSTRY QUALITY CONTROL MANUAL FOR BIO DIESEL AND BLENDS:

With effect from 10th August 2020.

5) OIL INDUSTRY TRANSPORT DISCIPLINE GUIDELINES:

Version 4.0. Effective from 23rd March 2016.

