BEE KEEPING

SKILLS DEVELOPMENT PROJECT

✅ MODULE 1: INTRODUCTION TO HONEY BEE FARMING & APIARY MANAGEMENT

1.1 Module Objectives

By the end of Module 1, learners will be able to:

- Understand the fundamentals of honey bee farming (apiculture) and its importance in agriculture.
- Identify essential tools, equipment, and materials required for successful beekeeping.
- Select a suitable apiary site based on climate, forage, water, and safety factors.
- Understand basic hive types commonly used in Pakistan.
- Follow ethical practices, hygiene, and safety guidelines while handling bees.
- Recognize success stories of beekeepers in Pakistan and learn from their experiences.

1.2 Learning Units (LUs)

1.2.1 Understanding Honey Bee Farming (Apiculture)

Honey bee farming, also known as **apiculture**, is the practice of managing bee colonies to produce honey, beeswax, pollen, royal jelly, and other valuable products. It also plays a major role in pollinating crops, increasing agricultural productivity by up to **30–40%**.

Importance of Apiculture

- **Income generation:** Honey and hive products have high market demand.
- **Agricultural benefits:** Bees pollinate vegetables, fruits, and oilseed crops.
- **Low investment:** Beekeeping requires minimal land and moderate startup cost.
- **Eco-friendly:** Bees help maintain biodiversity and healthy ecosystems.

Products Obtained from Beekeeping

- Honey
- Beeswax
- Pollen

- Propolis
- Royal jelly
- Bee venom
- Nuc colonies & queens (for sale)

1.2.2 Apiary Site Selection & Location Planning

Choosing the right location determines the success of beekeeping.

Ideal Site Characteristics

1. **Availability of Nectar and Pollen:**
    - Surrounding plants like mustard, citrus, acacia, ber, eucalyptus, clover, sunflower.
    - Avoid areas lacking natural forage.
2. **Fresh Water Source:**
   Bees require water for cooling and feeding larvae.
3. **Safe Distance from Humans and Animals:**
    - Place hives at least **300–500 meters** away from populated areas.
4. **Proper Sunlight and Shade Balance:**
    - Morning sunlight helps bees become active early.
    - Afternoon shade protects hives from overheating.
5. **Dry & Elevated Area:**
   Prevent moisture, flooding, and hive fungus.
6. **Wind Protection:**
   Use natural barriers like trees or artificial screens.
7. **Avoid Pesticide-Heavy Areas:**
   Sprays can kill bees instantly.

Apiary Layout Tips

- Place hives in **straight or zigzag rows**.
- Maintain **3–4 feet** distance between hives.

- Provide clean pathways for movements.
- Mark each hive to avoid confusion.

1.2.3 Tools, Protective Gear & Hive Equipment

Essential Beekeeping Tools

Tool	Purpose
Hive Tool	Opening hives, separating frames
Bee Brush	Gently removing bees from frames
Smoker	Produces smoke to calm bees
Frame Grip	Lifting frames easily
Queen Cage	Isolating or transporting queen
Uncapping Knife	Cutting wax caps during extraction

Protective Gear

- Beekeeping suit
- Veil / hood
- Gloves
- Gumboots
- Smoker fuel (wood chips, cotton, sawdust)

Other Equipment

- Honey extractor
- Queen excluder
- Feeder box
- Wax foundation sheets
- Wooden frames

1.2.4 Types of Hives Used in Pakistan

Pakistan mostly uses two hive types:

1. Langstroth Hive

- International standard
- Movable frames
- Easy inspection
- Ideal for commercial beekeeping

Components:

- Bottom board
- Brood box
- Honey super
- Frames
- Inner & outer covers
- Stand

2. Traditional Mud or Log Hives

- Used in rural areas
- Low cost
- Difficult to inspect
- Not suitable for modern honey production

3. Top-Bar Hive (Less common)

- Simple design
- Low maintenance
- Popular with beginners

1.2.5 Safety, Hygiene & Ethical Practices

Safety Practices

- Always wear protective gear.
- Work calmly; avoid sudden movements.
- Inspect hives in daylight, preferably morning.
- Avoid wearing perfumes or dark-colored clothes.
- Never stand in front of hive entrances.

Hygiene Practices

- Clean tools after each inspection.
- Use separate tools for infected hives.
- Ensure hive ventilation.
- Avoid spilling honey near apiary (attracts ants).

Ethical Beekeeping

- Do not kill bees unnecessarily.
- Always leave enough honey for bee survival.
- Avoid overuse of chemicals.
- Respect natural bee behavior and avoid stress on colonies.

1.2.6 Beekeeping Success Stories from Pakistan

1. Khyber Pakhtunkhwa Citrus Region

Farmers started keeping 10–20 Langstroth hives and gradually expanded to 200+. They now supply citrus honey to local markets and export-grade honey to UAE & Saudi Arabia.

2. Potohar Region – Ber (Sidr) Honey

Beekeepers in Chakwal and Jhelum produce premium Sidr honey, earning high profit due to its medicinal value.

3. Punjab Sunflower Belt

New beekeepers generate income by migrating hives with sunflower crops, producing 20–25 kg honey per hive.

These stories motivate beginners to start small and scale confidently.

1.3 Practical Units (PUs)

1. Demonstration of protective gear usage
2. Hands-on activity: Lighting and using a smoker
3. Identifying hive parts and components
4. Selecting a suitable apiary site (field visit)
5. Observing natural forage sources
6. Safety and hygiene demonstration

1.4 Assessment Criteria

Learners will be assessed on:

- Understanding of basic apiculture concepts
- Ability to identify apiary tools and hive parts
- Ability to explain safety and hygiene practices
- Participation in practical demonstrations
- Site selection reasoning and justification

✅ MODULE 2: BEE BIOLOGY, COLONY STRUCTURE & SEASONAL MANAGEMENT

2.1 Module Objectives

By the end of Module 2, learners will be able to:

- Describe the biology, anatomy, and behavior of honey bees.
- Understand the roles and responsibilities of each bee caste.
- Explain the life cycle of queen, worker, and drone bees.
- Identify colony communication methods such as pheromones and dances.
- Manage colonies through different seasons of the year.
- Perform hive inspections confidently.
- Understand feeding techniques and when to apply them.

2.2 Learning Units (LUs)

2.2.1 Honey Bee Castes & Roles

A honey bee colony is a well-organized society consisting of **three castes**:

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1. The Queen Bee

The queen is the **only fully developed female** in the colony responsible for reproduction.

Key characteristics:

- Larger abdomen
- Can lay **1,500–2,000 eggs per day**
- Lives **2–3 years**
- Produces pheromones to maintain colony unity

Roles:

- Lays eggs (both worker and drone eggs)

- Regulates colony behavior with queen pheromone
- Controls swarming activity

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2. Worker Bees

Workers are **infertile females** and form **90–95% of the colony**.

Lifespan:

- Summer workers: 6–8 weeks
- Winter workers: 4–6 months

Roles (age-wise):

Age (days)	Role
1–3	Cleaning cells
4–10	Feeding larvae (nurse bees)
10–16	Producing wax & building comb
16–20	Receiving nectar, guarding hive
20+	Foraging for nectar, pollen, water

Worker bees are responsible for **all field and household duties** inside the hive.

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3. Drone Bees

Drones are **male bees**.

Characteristics:

- Larger eyes
- Thick body
- No stinger

Roles:

- Mate with virgin queen bees

- Maintain hive temperature

Lifespan:

- 2–3 months
- Ejected from hive in winter due to food shortage

2.2.2 Life Cycle of Bees (Queen, Worker, Drone)

All bees pass through **four stages** of development:

1. **Egg**
2. **Larva**
3. **Pupa**
4. **Adult**

However, the time varies for each caste:

Caste	Egg	Larva	Pupa	Total Days
Queen	3	5	8	**16 days**
Worker	3	6	12	**21 days**
Drone	3	7	14	**24 days**

Queen Development

- Fed exclusively on **royal jelly**
- Emerges fastest

Worker Development

- Fed nectar & pollen ("bee bread")
- Takes 21 days to emerge

Drone Development

- Largest cells
- Longest development period

2.2.3 Colony Behavior, Communication & Swarming

Honey bees communicate and behave in highly coordinated ways.

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1. Communication Methods

a. Waggle Dance

Indicates direction and distance of food sources.

b. Round Dance

Indicates nearby nectar within 100 meters.

c. Pheromones

Chemical signals used for:

- Recognizing queen
- Alarm signals
- Marking flowers
- Coordinating colony tasks

d. Vibrations & Buzzing

Bees use sound frequency to communicate danger and nectar availability.

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2. Swarming Behavior

Swarming is the natural reproduction of a colony.

Signs of Swarming

- Queen cells at bottom of frames
- Congested brood area
- Overcrowded hive
- Reduced space for eggs

Swarm Control Methods

- Add extra supers
- Split colonies
- Remove extra queen cells
- Provide proper ventilation

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3. Colony Defense Behavior

Bees defend their hive from:

- Wasps
- Predatory insects
- Humans
- Robber bees

Guards release alarm pheromones when danger is near.

2.2.4 Seasonal Colony Management (Spring–Winter)

Beekeeping success depends heavily on **seasonal management**.

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1. Spring Management (February–April)

- Colonies start growing
- Provide sugar syrup if needed
- Add new frames and supers
- Prepare for honey flow season
- Replace weak queens

2. Summer Management (May–August)

- Provide shade and water
- Ensure ventilation to avoid overheating
- Prevent absconding

- Control pests like wasps & ants

3. Monsoon Season (July–September)

- Protect hives from humidity
- Avoid fungal infections
- Maintain hive dryness
- Monitor queen laying pattern

4. Autumn Management (September–November)

- Feeding if nectar shortage
- Check colony strength
- Combine weak colonies
- Prepare for winter

5. Winter Management (December–January)

- Reduce hive entrances
- Stop inspections during cold days
- Store honey frames inside
- Keep colonies tight and compact
- Remove old combs

2.2.5 Feeding Methods (Sugar Syrup, Pollen Patties)

Feeding is necessary during:

- Nectar shortage
- Weak colony strength
- Queen rearing season

Types of Feeding

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1. Sugar Syrup Feeding

Used for energy and survival.

Ratios:

- **1:1** (spring) – stimulates brood rearing
- **2:1** (autumn/winter) – stored as food

Feeders:

- Boardman feeder
- Top feeder
- Frame feeder
- Bag feeder

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2. Pollen Patties

Used when natural pollen is limited.

Ingredients:

- Soy flour
- Sugar
- Pollen
- Vitamin mix

Benefits:

- Boosts brood production
- Strengthens colony

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3. Fondant Feeding (Winter)

Thick sugar paste placed on top of frames.

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4. Emergency Feeding

Used when bees risk starvation.

Examples:

- Dry sugar
- Candy boards

2.2.6 Hive Inspection Techniques

Proper hive inspection helps maintain colony health.

Inspection Frequency

- Spring: every **7–10 days**
- Summer: every **10–14 days**
- Winter: minimal inspection

Steps for Safe Inspection

1. Approach hive from the side
2. Use smoker gently
3. Remove outer cover
4. Inspect one frame at a time
5. Check for:
    - Queen or fresh eggs
    - Brood pattern
    - Pollen storage
    - Honey stores
    - Pests (Varroa, ants, wax moth)
6. Avoid crushing bees
7. Close hive carefully

Signs of Healthy Colony

- Presence of queen
- Fresh eggs & larvae

- Uniform brood pattern
- Calm behavior
- No foul smell

2.3 Practical Units Table

Practical Activity	Objective
Identifying queen, worker, and drone	Understanding castes
Observing brood frames	Learning life cycle
Inspecting hive for queen cells	Swarm management
Feeding sugar syrup	Hands-on feeding technique
Recognizing comb patterns	Health assessment
Handling frames safely	Skill development

2.4 Assessment Criteria

Learners will be evaluated on:

- Ability to identify bee castes
- Understanding of colony structure
- Knowledge of communication and swarming
- Skills in feeding and inspection
- Seasonal management planning
- Participation in practical exercises

✅ MODULE 3: HIVES, APIARY SETUP, AND MANAGEMENT PRACTICES

3.1 Module Objectives

By the end of Module 3, learners will be able to:

- Identify various types of hives and their components.
- Design and organize an apiary layout efficiently.
- Set up hives, maintain them, and prevent common problems.
- Apply proper ventilation and hygiene techniques.
- Develop hands-on skills in DIY hive construction and maintenance.

3.2 Learning Units (LUs)

3.2.1 Types of Hives & Components (Frames, Boxes, Covers)

1. Langstroth Hive (Most common)

- Movable frames allow inspection and honey extraction without destroying comb.
- Modular structure with supers for honey storage.

Components:

1. **Bottom Board:** Base of the hive providing ventilation and entrance.
2. **Brood Box:** Main box where the queen lays eggs and brood is raised.
3. **Honey Super:** Boxes above brood where honey is stored.
4. **Frames:** Wooden or plastic structures holding wax foundation.
5. **Inner Cover:** Protects the colony and maintains temperature.
6. **Outer Cover:** Protects hive from rain, sun, and predators.
7. **Stand/Legs:** Elevates hive to prevent dampness and predators.

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2. Top-Bar Hive

- Simpler design with bars across the top instead of frames.
- Easy for beginners, low-cost, natural comb building.

Components:

- Hive body
- Top bars
- Roof cover

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3. Traditional Mud or Log Hives

- Fixed comb hives used in rural areas.
- Hard to inspect, lower honey yields.

Components:

- Hollow log or mud structure
- Hive entrance
- Simple removable cover

3.2.2 Apiary Layout, Spacing & Shelter

Apiary Layout Principles

- Arrange hives in **rows or zigzag patterns** for easy access.
- Maintain **3–4 feet** between hives and **6–10 feet** between rows.
- Entrance orientation: preferably **south-east** for morning sun exposure.
- Provide shade during summer; use trees or shade nets.
- Keep pathways clean for inspection and honey harvesting.

Shelter & Environmental Protection

- Use windbreaks to protect from strong winds.
- Elevate hives to avoid flooding.
- Ensure drainage in wet areas.

- Avoid pesticide-exposed fields nearby.

3.2.3 DIY Hive Setup & Maintenance

Steps to Set Up a Langstroth Hive

1. Select a dry, elevated site.
2. Place bottom board on a sturdy stand.
3. Assemble brood box with frames and foundation.
4. Install inner cover and outer cover.
5. Introduce a healthy colony or nucleus (nuc).
6. Provide initial sugar syrup feeding if nectar is scarce.

Maintenance Tips

- Inspect hives weekly during active season.
- Remove dead bees and debris from bottom board.
- Replace damaged or old frames.
- Ensure frames are aligned for easy inspection.
- Avoid excessive hive disturbance.

3.2.4 Hive Ventilation, Cleanliness & Pest Prevention

Ventilation

- Essential to prevent overheating and moisture accumulation.
- Provide **entrance reducers** in summer/winter.
- Ensure gaps between frames and boxes for air circulation.

Cleanliness

- Remove wax, propolis, and debris regularly.
- Disinfect tools after each use.
- Use clean feeders and containers for sugar syrup.

Pest Prevention

Common pests and management:

Pest	Control Method
Wax moth	Remove old comb, fumigate if needed
Varroa mite	Screen bottom boards, chemical-free treatments
Ants	Use sticky barriers around stands
Small hive beetle	Keep hives dry, monitor hive entrance
Rodents	Elevate hives, use wire mesh

3.2.5 Home Assignment

1. Draw a **diagram of a Langstroth hive** and label all parts.
2. Design a **small apiary layout** for 5–10 hives, including spacing, shelter, and water source.
3. Research **common pests in your region** and propose prevention measures.

3.3 Practical Units (PUs)

1. Assemble a **Langstroth hive** using provided frames and boxes.
2. Construct a **DIY top-bar hive**.
3. Install hive stand and position hives at the selected site.
4. Practice **frame inspection and cleaning**.
5. Simulate **pest prevention techniques**, e.g., sticky barriers, trap boxes.
6. Practice safe handling of hives and frames with protective gear.

3.4 Assessment Criteria

Learners will be assessed on:

- Ability to identify and assemble hive components.

- Designing an effective apiary layout.
- Knowledge of ventilation, cleanliness, and pest management.
- Hands-on skills in hive setup and maintenance.
- Completion of practical assignments and home tasks.

✅ MODULE 4: BEE FORAGE, FEEDING, QUEEN MANAGEMENT & COLONY STRENGTHENING

4.1 Module Objectives

By the end of Module 4, learners will be able to:

- Identify seasonal forage plants and sources of nectar and pollen.
- Apply artificial feeding techniques during nectar shortage.
- Perform queen rearing, marking, and replacement.
- Strengthen weak colonies and multiply strong colonies.
- Understand colony splitting techniques to prevent swarming.

4.2 Learning Units (LUs)

4.2.1 Seasonal Flora & Bee Forage Sources

Honey bees collect nectar, pollen, propolis, and water from diverse plant sources. Knowledge of seasonal forage is key to successful apiculture.

Seasonal Nectar and Pollen Sources in Pakistan

Season	Major Forage Plants	Products
Spring (Feb–Apr)	Mustard, Citrus, Sunflower, Alfalfa	Honey, pollen
Summer (May–Aug)	Acacia, Eucalyptus, Ber, Cotton	Honey, propolis
Monsoon (Jul–Sep)	Guava, Lantana, Sesbania	Honey
Autumn (Sep–Nov)	Sunflower, Mustard, Clover	Honey, pollen
Winter (Dec–Jan)	Citrus, Ber (Sidr), Fodder crops	Limited honey

Water Sources

- Bees need **fresh water** for hive cooling and brood feeding.
- Sources: ponds, streams, water trays near hives.

Tips for Forage Management

- Plant bee-friendly flowers around the apiary.
- Avoid pesticide-treated crops during peak bee activity.
- Rotate hives to follow nectar flow in different regions (migratory beekeeping).

4.2.2 Artificial Feeding Techniques

Artificial feeding is necessary during **nectar dearths or colony buildup**.

1. Sugar Syrup Feeding

- **1:1 ratio** (spring) stimulates brood rearing.
- **2:1 ratio** (autumn) for winter stores.
- Types of feeders: Boardman feeder, top feeder, frame feeder.

2. Pollen Patties

- Mixture of pollen, sugar, and protein supplements.
- Supports brood development during pollen scarcity.

3. Fondant and Candy Boards

- Solid sugar blocks placed over frames in winter.
- Provides energy and helps colonies survive cold months.

Feeding Tips

- Feed in small quantities to avoid fermentation.
- Monitor consumption to prevent robbing by other bees.
- Use clean containers to prevent contamination.

4.2.3 Queen Rearing, Marking & Replacing

Queen Rearing

- Select **strong, healthy colonies** for queen breeding.
- Methods:

1. **Grafting** – transferring young larvae into queen cups.
2. **Natural Swarming Method** – allow colony to create queen cells naturally.
3. **Nucleus Method** – introduce larvae into a small nuc colony.

Queen Marking

- Helps identify queen for inspections and replacements.
- Use non-toxic paints on the thorax.
- Colors follow **international code**:
    - White (2025), Yellow (2026), Red (2027), Green (2028), Blue (2029)

Queen Replacement

- Remove old, failing, or unproductive queen.
- Introduce a marked young queen.
- Use queen cage for initial introduction to prevent aggression.

4.2.4 Colony Multiplication & Splitting Techniques

Colony multiplication is used to **increase hive numbers and prevent swarming**.

1. Splitting Strong Colonies

- Divide brood, bees, and frames into two parts.
- Introduce a new queen into the split.
- Place in a different location or next to the mother colony.

2. Nucleus (Nuc) Colony Formation

- Small hive containing 3–5 frames with brood, bees, and queen or queen cell.
- Used to start a new colony or replace weak colonies.

3. Emergency Swarm Control

- Remove queen cells before natural swarming.
- Provide additional supers.
- Split colonies if overcrowding occurs.

4. Tips for Strengthening Colonies

- Feed sugar syrup and pollen patties.
- Remove diseased or weak frames.
- Combine weak colonies to form a strong one.
- Ensure proper ventilation and hive hygiene.

4.3 Practical Units (PUs)

1. Identifying seasonal forage plants around the apiary.
2. Preparing and feeding sugar syrup and pollen patties.
3. Practicing queen marking and safe handling.
4. Performing colony splits and forming nucs.
5. Monitoring colony strength and brood development.
6. Observing swarming behavior and preventive measures.

4.4 Assessment Criteria

Learners will be evaluated on:

- Knowledge of seasonal forage and water requirements.
- Skills in artificial feeding and colony nutrition management.
- Ability to rear, mark, and introduce queens safely.
- Ability to multiply colonies and perform splits.
- Practical participation in strengthening weak colonies.
- Understanding swarming prevention methods.

✅ MODULE 6: HONEY HARVESTING, PACKAGING, MARKETING & BUSINESS IDEAS

6.1 Module Objectives

By the end of Module 6, learners will be able to:

- Determine the right time to harvest honey and identify mature honey.
- Apply proper honey storage, bottling, and quality control techniques.
- Develop marketing strategies for honey and hive products.
- Explore small-scale entrepreneurship and business opportunities in beekeeping.
- Maximize income through value-added hive products.

6.2 Learning Units (LUs)

6.2.1 Identifying Honey Maturity & Harvest Readiness

Honey should only be harvested when fully mature to prevent fermentation.

Signs of Honey Maturity

- Capped cells – a thin wax layer over the honey cells.
- Honey viscosity – does not drip easily when tilted.
- Taste – sweet without sour or fermented flavor.
- Color – consistent with the flower source.

Harvest Timing

- Late spring to early summer for spring-flowering plants.
- Post-monsoon for late-flowering crops.
- Avoid harvesting during nectar dearth periods to ensure colony strength.

6.2.2 Honey Storage, Bottling & Quality Control

Storage Tips

- Use food-grade containers (glass or plastic).
- Store in a cool, dry place, away from direct sunlight.
- Keep containers sealed to prevent moisture absorption.
- Avoid storing honey near strong-smelling substances.

Bottling

- Filter honey before bottling to remove wax and debris.
- Use clean, sanitized jars or bottles.
- Label jars with:
    - Production date
    - Flower source
    - Batch number

Quality Control

- Test for moisture content (should be below 18%).
- Check for uniform color and absence of foam.
- Avoid overheating – this preserves nutrients and enzymes.
- Optional: Test for adulteration if selling commercially.

6.2.3 Marketing Honey & Hive Products Locally

Honey and bee products have high market demand in urban and rural areas.

Marketing Strategies

- Local markets: Sell fresh honey, pollen, and wax to neighbors or local shops.
- Farmers' markets: Showcase pure honey and educate customers.

- Online platforms: Use social media, e-commerce websites, or delivery apps.
- Value addition: Offer flavored honey, gift packs, or combination products.
- Branding: Create a recognizable label and attractive packaging to build trust.

Products to Market

- Raw honey
- Beeswax blocks
- Pollen
- Propolis
- Royal jelly
- Gift packs or combo packs

6.2.4 Micro-Entrepreneurship in Beekeeping

Beekeeping offers opportunities for small-scale business and income generation.

Business Ideas

1. Honey Production & Sale – Most common entry-level business.
2. Bee Colonies for Sale – Selling nucs, queens, or established hives.
3. Pollination Services – Offer hives to farmers for crop pollination.
4. Wax Products – Candles, cosmetics, or crafts.
5. Value-Added Honey Products – Infused honey, flavored honey, or honey-based snacks.
6. Educational Workshops – Teach beginner beekeepers for a fee.

Tips for Success

- Start small, scale gradually.
- Maintain healthy colonies for consistent production.
- Keep detailed records of production and sales.

- Engage in marketing campaigns to reach local and online buyers.
- Focus on quality over quantity to build reputation.

6.3 Practical Units (PUs)

1. Identify honey maturity by inspecting capped frames.
2. Practice honey extraction and filtration for bottling.
3. Fill and seal jars or bottles maintaining hygiene standards.
4. Create sample labels for products.
5. Conduct a mock local market sale or product promotion.
6. Explore potential value-added products using honey or wax.

6.4 Assessment Criteria

Learners will be evaluated on:

- Ability to identify honey readiness and quality control standards.
- Skill in honey extraction, bottling, and storage.
- Creativity in marketing and product branding.
- Knowledge of micro-entrepreneurship and business opportunities.
- Practical participation in packaging and value addition.
- Understanding record-keeping, hygiene, and customer engagement.

KP-RETP – Component 2: Classroom SECAP Evaluation Checklist

Purpose:

To ensure that classroom-based skills and entrepreneurship trainings under KP-RETP are conducted in an environmentally safe, socially inclusive, and climate-resilient manner, in line with the Social, Environmental, and Climate Assessment Procedures (SECAP).

Evaluator: _____

Training Centre / Location: _____

Trainer: _____

Date: _____

Category	Evaluation Points	Status		Remarks /Recommendation
		Yes	NO	
Social Safeguards	Is the training inclusive (equal access for women, youth, and vulnerable groups)?			
	Does the classroom environment ensure safety and dignity for all participants (no harassment, discrimination, or child Labor)?			
	Are Gender considerations integrated into examples, discussions, and materials?			
	Is the Grievance Redress Mechanism (GRM) process, along with the relevant contact number, clearly displayed in the classroom			
	Are the Facilities and activities being accessible and inclusive for specially-abled (persons with disabilities)			

Environmental Safeguards	Is the classroom clean, ventilated, and free from pollution or hazardous materials?			
	Is there proper waste management (bins, no littering)			
	Are materials used in practical sessions environmentally safe (non-toxic paints, safe disposal of wastes)?			
	Are lights, fans, and equipment turned off when not in use (energy conservation)?			
Climate Resilience	Are trainees oriented on how their skills link with climate-friendly practices (e.g., renewable energy, efficient production, recycling)?			
	Are trainers integrating climate-smart examples in teaching content?			
	Are basic health and safety measures available (first aid kit, safe exits, fire safety)?			
	Is the trainer using protective gear or			

	demonstrating safe tool use (where relevant)?			
Institutional Aspects	Is SECAP awareness shared with trainees (via short briefing, posters, or examples)?			
	Are trainees encouraged to report unsafe, unfair, or environmentally harmful practices?			
Overall Compliance	Overall SECAP compliance observed	☐ High ☐ Medium ☐ Low		

Overall remarks/ recommendations			
Name	**Designation**	**Signature**	**Date**