



## QUALIFICATION FILE

### Cutting Supervisor

☒ Short Term Training (STT) ☐ Long Term Training (LTT) ☐ Apprenticeship

☐ Upskilling ☐ Dual/Flexi Qualification ☐ For ToT ☐ For ToA

☒ General ☐ Multi-skill (MS) ☐ Cross Sectoral (CS) ☐ Future Skills ☐ OEM

NCrF/NSQF Level: 5

Submitted By:

Apparel, Made-ups & Home Furnishing Sector Skill Council

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## Section 1: Basic Details

1.	Qualification Name	Cutting Supervisor										
2.	Sector/s	Apparel										
3.	Type of Qualification: <input type="checkbox"/> New <input checked="" type="checkbox"/> Revised <input type="checkbox"/> Has Electives/Options <input type="checkbox"/> OEM	NQR Code & version of existing/previous qualification: QG-05-AP-01770-2024-V1.1-AMHSSC, Version 3.0	Qualification Name of existing/previous version: Cutting Supervisor									
4.	a. OEM Name b. Qualification Name (Wherever applicable)	NA										
5.	National Qualification Register (NQR) Code &Version (Will be issued after NSQC approval)	QG-05-AP-03278-2024-V2-AMHSSC, Version 4.0	6. NCrf/NSQF Level: 5									
7.	Award (Certificate/Diploma/Advance Diploma/ Any Other (Wherever applicable specify multiple entry/exits also & provide details in annexure)	Certificate										
8.	Brief Description of the Qualification	Cutting Supervisor is responsible for monitoring cutting operations, quality and smooth running of cutting processes with junior management cadres working as a team. He/she needs to supervise and coordinate activities of workers engaged in cutting fabric as per buyer specifications.										
9.	Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	<p>a. Entry Qualification &amp; Relevant Experience:</p> <p>b.</p> <table border="1"> <thead> <tr> <th>S. No.</th> <th>Academic/Skill Qualification (with Specialization - if applicable)</th> <th>Required Experience (with Specialization - if applicable)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>12th Grade Pass</td> <td>3 year relevant experience</td> </tr> <tr> <td>2</td> <td>Previous relevant Qualification of NSQF Level 4</td> <td>3 year relevant experience</td> </tr> </tbody> </table> <p>c. Age: 21 years</p>		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)	1	12th Grade Pass	3 year relevant experience	2	Previous relevant Qualification of NSQF Level 4	3 year relevant experience
S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)										
1	12th Grade Pass	3 year relevant experience										
2	Previous relevant Qualification of NSQF Level 4	3 year relevant experience										
10.	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	17	11. Common Cost Norm Category (I/II/III) (wherever applicable): Category I									

12.	<b>Any Licensing requirements for Undertaking Training on This Qualification</b> <i>(wherever applicable)</i>	NA																						
13.	<b>Training Duration by Modes of Training Delivery</b> <i>(Specify Total Duration as per selected training delivery modes and as per requirement of the qualification)</i>	<input checked="" type="checkbox"/> Offline <input type="checkbox"/> Online <input type="checkbox"/> Blended <table border="1"> <thead> <tr> <th>Training Delivery Modes</th> <th>Theory (Hours)</th> <th>Practical (Hours)</th> <th>OJT Mandatory (Hours)</th> <th>OJT Recommended (Hours)</th> <th>Total (Hours)</th> </tr> </thead> <tbody> <tr> <td>Classroom (offline)</td> <td>150</td> <td>300</td> <td>60</td> <td>0</td> <td>510</td> </tr> <tr> <td>Online</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <i>(Refer Blended Learning Annexure for details)</i>					Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)	Classroom (offline)	150	300	60	0	510	Online					
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																			
Classroom (offline)	150	300	60	0	510																			
Online																								
14.	<b>Aligned to NCO/ISCO Code/s</b> <i>(if no code is available mention the same)</i>	NCO-2015/7532.9900																						
15.	<b>Progression path after attaining the qualification</b> <i>(Please show Professional and Academic progression)</i>	Cutting Manager																						
16.	<b>Other Indian languages in which the Qualification &amp; Model Curriculum are being submitted</b>	Hindi																						
17.	<b>Is similar Qualification(s) available on NQR-if yes, justification for this qualification</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No URLs of similar Qualifications:																						
18.	<b>Is the Job Role Amenable to Persons with Disability</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", specify applicable type of Disability: NA																						
19.	<b>How Participation of Women will be Encouraged</b>	Skilled women workforce will find jobs with organised apparel exporters, manufacturers.																						
20.	<b>Are Greening/ Environment Sustainability Aspects Covered</b> <i>(Specify the NOS/Module which covers it)</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																						
21.	<b>Is Qualification Suitable to be Offered in Schools/Colleges</b>	Schools <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No   Colleges <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																						
22.	<b>Name and Contact Details of Submitting / Awarding Body SPOC</b> <i>(In case of CS or MS, provide details of both Lead AB &amp; Supporting ABs)</i>	Name: Amit Singh Email: <a href="mailto:jdgs@sscammh.com">jdgs@sscammh.com</a> , Contact No.: 09599929121 Website: <a href="http://www.sscammh.com">www.sscammh.com</a>																						
23.	<b>Final Approval Date by NSQC: 22/10/2024</b>	24. Validity Duration: 36 Months			25. Next Review Date 22/10/2027																			

## Section 2: Module Summary

### NOS/s of Qualifications

(In exceptional cases these could be described as components)

### Mandatory NOS/s:

Specify the training duration and assessment criteria at NOS/ Module level. For further details refer curriculum document.

**Th.**-Theory **Pr.**-Practical **OJT**-On the Job **Man.**-Mandatory Training **Rec.**-Recommended **Proj.**-Project

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/ Non-Core	NCr F/N SQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1	Plan and organize cutting process	AMH/N0610 V 3.0	Core	5	5	30	60	60	0	150	15	52	0	8	75	17%
2	Preparatory processes for cutting	AMH/N0611 V 3.0	Core	5	3	30	60	0	0	90	20	60	0	8	88	20%
3	Supervise cutting operations	AMH/N0612 V 3.0	Core	5	4	21	99	0	0	120	15	50	0	7	72	16%
4	Maintain health, safety and security in the cutting department with Gender and PwD Sensitization	AMH/N0613 V 3.0	Core	5	1	15	15	0	0	30	11	39	0	5	55	12%
5	Ensure workplace orderliness and efficiently operate tools and machinery.	AMH/N0619 V 1.0	Non-Core	5	1	15	15	0	0	30	14	49	0	7	70	15%
6	Adhere to industry, regulatory, and organizational standards and embrace environmentally sustainable practices	AMH/N0621 V 1.0	Non-Core	5	1	15	15	0	0	30	20	10	0	10	40	9%
7	Employability Skills	DGT/VSQ/N 0102 V 1.0	Non-Core	4	2	24	36	0	0	60	20	30	0	0	50	11%
Duration (in Hours) / Total Marks					17	150	300	60	0	510	115	290	0	45	450	100%

## Assessment - Minimum Qualifying Percentage

Please specify **any one** of the following:

**Minimum Pass Percentage – Aggregate at qualification level: 70 %** (Every Trainee should score specified minimum aggregate passing percentage at qualification level to successfully clear the assessment.)

**Minimum Pass Percentage – NOS/Module-wise: NA %** (Every Trainee should score specified minimum passing percentage in each mandatory and selected elective NOS/Module to successfully clear the assessment.)

## Section 3: Training Related

1.	<b>Trainer's Qualification and experience in the relevant sector (in years)</b> (as per NCVET guidelines)	Diploma with 4 Year of relevant industry experience in Cutting OR Graduation with 3 Year of relevant industry experience in Cutting OR Post graduate diploma with 2 Year of relevant industry experience in Cutting OR Post Graduate with 1 Year of relevant industry experience in Cutting
2.	<b>Master Trainer's Qualification and experience in the relevant sector (in years)</b> (as per NCVET guidelines)	Diploma with 4 Year of relevant industry experience in Cutting OR Graduation with 3 Year of relevant industry experience in Cutting OR Post graduate diploma with 2 Year of relevant industry experience in Cutting OR Post Graduate with 1 Year of relevant industry experience in Cutting
3.	<b>Tools and Equipment Required for Training</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If "Yes", details to be provided in Annexure) Refer Annexure
4.	<b>In Case of Revised Qualification, Details of Any Upskilling Required for Trainer</b>	NA

## Section 4: Assessment Related

1.	<b>Assessor's Qualification and experience in relevant sector (in years)</b> (as per NCVET guidelines)	ITI with 4 Year of relevant industry experience in Cutting OR Diploma with 4 Year of relevant industry experience in Cutting OR Graduation with 3 Year of relevant industry experience in Cutting OR Post graduate diploma with 2 Year of relevant industry experience in Cutting
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		OR Post Graduate with 1 Year of relevant industry experience in Cutting
2.	<b>Proctor's Qualification and experience in relevant sector (in years)</b> <i>(as per NCVET guidelines)</i>	ITI with 4 Year of relevant industry experience in Cutting OR Diploma with 4 Year of relevant industry experience in Cutting OR Graduation with 3 Year of relevant industry experience in Cutting OR Post graduate diploma with 2 Year of relevant industry experience in Cutting OR Post Graduate with 1 Year of relevant industry experience in Cutting
3.	<b>Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years)</b> <i>(as per NCVET guidelines)</i>	ITI with 4 Year of relevant industry experience in Cutting OR Diploma with 4 Year of relevant industry experience in Cutting OR Graduation with 3 Year of relevant industry experience in Cutting OR Post graduate diploma with 2 Year of relevant industry experience in Cutting OR Post Graduate with 1 Year of relevant industry experience in Cutting
4.	<b>Assessment Mode</b> <i>(Specify the assessment mode)</i>	<b>Offline</b>
5.	<b>Tools and Equipment Required for Assessment</b>	<input checked="" type="checkbox"/> Same as for training <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(details to be provided in Annexure-if it is different for Assessment)</i>

## Section 5: Evidence of the need for the Qualification

Provide Annexure/Supporting documents name.

1.	<b>Latest Skill Gap Study (not older than 2 years) (Yes/No):</b> Yes
2.	<b>Latest Market Research Reports or any other source (not older than 2 years) (Yes/No):</b> Yes
3.	<b>Government /Industry initiatives/ requirement (Yes/No):</b> Yes
4.	<b>Number of Industry validation provided:</b> 21
5.	<b>Estimated nos. of persons to be trained and employed:</b> 1650
6.	<b>Evidence of Concurrence/Consultation with Line Ministry/State Departments:</b> <i>Ministry Of Textiles is Line Ministry of AMHSSC.</i> If "No", why: NA

## Section 6: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

1.	<b>Annexure:</b> NCrf/NSQF level justification based on NCrf level/NSQF descriptors <i>(Mandatory)</i>	NCrf/NSQF level justification based on NCrf level/NSQF descriptors
2.	<b>Annexure:</b> List of tools and equipment relevant for qualification <i>(Mandatory, except in case of online course)</i>	List of tools and equipment relevant for qualification
3.	<b>Annexure:</b> Detailed Assessment Criteria <i>(Mandatory)</i>	Detailed Assessment Criteria
4.	<b>Annexure:</b> Assessment Strategy <i>(Mandatory)</i>	Assessment Strategy
5.	<b>Annexure:</b> Blended Learning <i>(Mandatory, in case selected Mode of delivery is "Blended Learning")</i>	Offline Learning Mode
6.	<b>Annexure:</b> Multiple Entry-Exit Details <i>(Mandatory, in case qualification has multiple Entry-Exit)</i>	NA
7.	<b>Annexure:</b> Acronym and Glossary <i>(Optional)</i>	Acronym and Glossary
8.	<b>Supporting Document:</b> Model Curriculum <i>(Mandatory – Public view)</i>	Model Curriculum
9.	<b>Supporting Document:</b> Career Progression <i>(Mandatory - Public view)</i>	Career Progression
10.	<b>Supporting Document:</b> Occupational Map <i>(Mandatory)</i>	Occupational Map
11.	<b>Supporting Document:</b> Assessment SOP <i>(Mandatory)</i>	Assessment SOP
12.	<b>Any other document you wish to submit:</b>	NA

### Annexure: Evidence of Level

NCrf/NSQF Level Descriptors	Key requirements of the job role/ outcome of the qualification	How the job role/ outcomes relate to the NCrf/NSQF level descriptor	NCrf/NSQF Level
<b>Professional Theoretical Knowledge/Process</b>	<ul style="list-style-type: none"> <li>Cutting Supervisor is required to have the skill and the knowledge of cutting the fabrics with precision ,as per the given style, fabric, marker/pattern and the instruction of the customer and further instruct the whole working to his juniors.</li> </ul>	<b>Possesses broad and deep knowledge and skills to solve problems in specialized fields.</b> The Cutting Supervisor in Apparel, Made-Ups and Home furnishing Sector is required in carrying out tasks as overall incharge of the cutting department function, monitoring production and quality of cutting processes using various types of cutting machines.	5
<b>Professional and Technical Skills/ Expertise/ Professional Knowledge</b>	<ul style="list-style-type: none"> <li>Cutting Supervisor should also have fair knowledge of pattern making, and the</li> </ul>	<b>Excellent cognitive skills and technical prowess utilized to perform complex tasks with ease, project management expertise,</b>	5



	<p>specifications mentioned on it, symbols, and types of markers, marker efficiency and notations on marker KB5. Basic knowledge about the operation and functioning of AutoCAD.</p> <ul style="list-style-type: none"> <li>• Cutting Supervisor should know the fabric layering techniques, and placement of pattern/ marker on the fabrics depending on the style of the garment, home furnishing and made-up's articles and their construction.</li> <li>• He should know the process of ticketing and bundling the cut components</li> </ul>	<p><b>and adept at data analysis for informed decision making.</b></p> <p>Cutting Supervisor should have the knowledge of types of fabrics (woven, knits, non- woven), trims and accessories, their texture, trade names. He should also know about operation and handling of cutting tools like electrical straight blade cutter, rotary cutter, side cutter etc.</p>	
<b>Employment Readiness &amp; Entrepreneurship Skills &amp; Mind-set/Professional Skill</b>	<ul style="list-style-type: none"> <li>• He encourages exchange of ideas/inputs during cutting that are beneficial to the process of product making as well as to the organization. He analyses the contemporary progress in knowledge to develop, enhance productivity, quality and performance of cutting operation.</li> <li>• He analyses skill-set of team members and assign them work accordingly for a better and faster output He makes appropriate decisions apropos the supervision in the cutting department like change of cutting machines if required, change the type of fabric lay if it gives lesser wastage, etc.</li> <li>• He plans and supervises the cutting process as per the production requirement while maintaining quality.</li> <li>• He monitors the work keeping in mind the health and the safety norms</li> </ul>	<p><b>A versatile professional with excellent communication, digital and financial literacy, ethical values, self-management and may have entrepreneurial mindset.</b></p> <p>A cutting supervisor plans and organizes, man power, equipment and tools required for cutting, cutting processes and sub-processes to achieve targets and meet deadlines.</p>	5
<b>Broad Learning Outcomes/Core Skill</b>	<ul style="list-style-type: none"> <li>• He maintains and records the cutting document related to workers performance and current working status.</li> <li>• He uses basic mathematics to arrive at and check required calculations while working on the cutting processes and</li> </ul>	<p><b>A skilled professional with technical expertise, adept at solving complex problems and improving output.</b></p> <ul style="list-style-type: none"> <li>• A Cutting Supervisor documents records for all process steps and</li> </ul>	5

	<p>to calculate the number of lays to be laid for a particular style . He documents records related to customer requirements/complaints, task lists,</p> <ul style="list-style-type: none"> <li>• He reads and comprehends written instructions describing the patterns to be cut and their sequence discuss task lists and work/assignment to team working under his/her supervision communicate with all</li> <li>• relevant information in relation to the task of cutting in a logical sequence and ask for team's feedback/input regarding the job</li> <li>• He is able to speak in Basic English and local languages.</li> <li>• He reads and communicates the health and safety norms according to the company's rules and regulations.</li> </ul>	specification related to product design.	
<b>Responsibility</b>	<ul style="list-style-type: none"> <li>• He is responsible for the implementation of all departmental policies, practices, and procedures pertaining to cutting department personnel while working as a team.</li> <li>• He is responsible for own work and learning and has some responsibility for other's work and learning.</li> </ul>	<p><b>Highly skilled responsible for achieving tangible outcomes, managing change, building teams, and mentoring the workforce.</b></p> <p>Cutting supervisor in Apparel, Made- Ups and Home furnishing Sector directs, organizes, plans, and assigns all cutting department operations including cutting, trim cutting, marking, pressing of the raw material to be cut, identifying the faults in the fabric to be cut, and bundling by performing the following duties and also supervising the junior</p>	5

## Annexure: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment

Batch Size: 30

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
1	Dusters		1
2	Mini Marker		1
3	Patterns Marker Soft Copy (Qty may vary)	Qty may vary	1
4	Patterns Marker Hard Copy (Qty may vary)	Qty may vary	1
5	Fabrics (surplus fabric needed ,quantity and variety may vary as per requirement)	surplus fabric needed, quantity and variety may vary as per requirement	200
6	Trainees Stools		15
7	Cutting Table		1
8	Teacher's Table	for lab	1
9	Vacuum Pressure (attached in cutting table)	attached in cutting table	3
10	Disposable Die Cutting Pad/clicker pads		1
11	Thin Plastic Film (qnt may vary)	qnt may vary	1
12	Polyoverlay/poly sheeting (qnt may vary)	qnt may vary	1
13	Kraft Underlay Paper(qnt may vary)	qnt may vary	2
14	Seperating Tissue (qnt may vary)	qnt may vary	2
15	Perforated Kraft (qnt may vary)	qnt may vary	2
16	Spray Adhesives		1
17	Straight Pins (quantity may vary)	qnt may vary	1
18	Fabric Roll Stand		1
19	Rubber Moulded Layer Weight (quantity may vary)	quantity may vary	5
20	Cloth Clamp (quantity may vary)	quantity may vary	5
21	Drills & Thread markers		1
22	Masking Tapes		1
23	Machine Oil		1
24	Count Ticket (quantity may vary)	quantity may vary	1
25	Bundled Tickets (quantity may vary)	quantity may vary	1
26	Ty-Ups Bundle (quantity may vary)	quantity may vary	1
27	Bundle Hooks (quantity may vary)	quantity may vary	1
28	Rubber Band (quantity may vary)	quantity may vary	1

29	Cutwork Bags (The quantity and variety as per requirement)	The quantity and variety as per requirement	1
30	Marking Pencil (Any good quality)	Any good quality	1
31	Marking Pen (Any good quality)	Any good quality	1
32	Component List & Fabric Consumption List	1 each	1
33	Tailors Chalk		1
34	Cut Plan Document (hard or soft copy)	hard or soft copy	1
35	Style Sheet (provided by buyer)	provided by buyer	1
36	Tech Pack (provided by buyer)	provided by buyer	1
37	Cam Machine		1
38	Auto Cad		1
39	Ms.Office Software & other software related to job role		1
40	Protective equipment (nose mask, stainless steel mesh gloves")	nose mask, stainless steel mesh gloves	3
41	Cutting equipment ( eg: band knife, straight knife, round knife etc.)	eg: band knife, straight knife, round knife etc.	3
42	Scales		1
43	Measuring Tape		1
44	Fabric Defect Swatch File		1
45	Types Of Lays		1
46	Lay plan Study Material		1
47	Fabric Swatch File		1
48	Fabric Cutting Scissors		5
49	First Aid Box		1
50	Samples Of Apparel (quantity may vary)	quantity may vary	1
51	Made ups samples (quantity may vary)	quantity may vary	1
52	Home Furnishing samples (quantity may vary)	quantity may vary	1
53	Students Chairs With Table Arms	for classroom	30
54	White Board/Black Board		1
55	Students Manual/notes		30
56	Dustbin		1
57	Documents (spec sheet, job card)	spec sheet, job card	1

58	Fire Extinguisher		1
59	Trainees Stools		15
60	Teachers Chair		1
61	Stationary Basic		30
62	White Board Marker/Chalk		1

### Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Computer (PC) with latest configurations – and Internet connection with standard operating system and standard word processor and worksheet software (Licensed)
2. (all software should either be latest version or one/two version below)As required
3. UPS As required
4. Scanner cum Printer As required
5. Computer Tables As required
6. Computer Chairs As required
7. LCD Projector As required
8. White Board 1200mm x 900mm As required

## Annexure: Industry Validations Summary

Provide the summary information of all the industry validations in table. This is not required for OEM qualifications.

S.No	Organization	Name of Representative	Designation	State	Email Id	Contact number
1	Esstee Corp	MK Velu	Senior Manager	Maharashtra	<a href="mailto:sr.mgr.hradmin@essteexports.com">sr.mgr.hradmin@essteexports.com</a>	9843259971
2	SVAS Global	Vasavi S.	CEO	TamilNadu	<a href="mailto:vasavi@svasglobalsourcing.com">vasavi@svasglobalsourcing.com</a>	9003918705
3	Warmzone	Saakshar Jain	Marketing Head	Punjab	<a href="mailto:Saakshar.jain@warmline.co.in">Saakshar.jain@warmline.co.in</a>	8146591155
4	Newline Exports	R Poornachandren	Manager HR	Tamilnadu	<a href="mailto:hr@newlineexports.com">hr@newlineexports.com</a>	9842443413
5	Fashionknits	Nushrath R.	HR Manager	Tamilnadu	<a href="mailto:nusrathr@fashionknits.net">nusrathr@fashionknits.net</a>	7708074742

6	KBS Garments	B Sateesh	Director	Tamilnadu	<a href="mailto:Kbs.garments.888@gmail.com">Kbs.garments.888@gmail.com</a>	9943457766
7	BEST Corporation	Siva Sarvanan	Sr. HR Manager	Tamilnadu	<a href="mailto:siva@bestcorp.in">siva@bestcorp.in</a>	7502242242
8	Indian Textile Company	Yogesh Nimish	HR Manager	Maharashtra	NA	9168453836
9	Trident	Nasreen Ahmed	Head Product Development	Punjab	<a href="mailto:nasreenshmed@tridentindia.com">nasreenshmed@tridentindia.com</a>	9878999237
10	5 Star Garment	Dinesh Dongre	Manager	Maharashtra	<a href="mailto:ddongre100@gmail.com">ddongre100@gmail.com</a>	8806405410
11	High Heads Pvt Ltd	Zunaid	Manager	Tamilnadu	<a href="mailto:workshop@thehighheads.com">workshop@thehighheads.com</a>	6283270076
12	RUSTA	Amitoj Bal	Sourcing Manager	Delhi	<a href="mailto:Amitoj.bal@rusta.com">Amitoj.bal@rusta.com</a>	9873000263
13	Women Era	Nutan A Shaw	Owner	Maharashtra	NA	NA
14	Iris Corp	Sudarshan Jain	Director	Punjab	<a href="mailto:Irisknitwear86@gmail.com">Irisknitwear86@gmail.com</a>	9876326111
15	Warmline Jackets	Vishal S	Manager	Punjab	<a href="mailto:info@warmlinejacket.com">info@warmlinejacket.com</a>	9815495806
16	Alok Ent	Ankush Waman	Owner	Maharashtra	NA	NA
17	Bayport	Amit Sharma	Category Head	Ahmedabad	<a href="mailto:amitsharma@bayport.com">amitsharma@bayport.com</a>	9582038033
18	Dhareshwar Multiservices	Yogesh Misal	Partner	Maharashtra	NA	NA
19	Shubham Enterprises	Pradip Kumar	Owner	Maharashtra	<a href="mailto:jshubham@yahoo.co.in">jshubham@yahoo.co.in</a>	NA
20	Aathava Garments pvt ltd.	Ganesh Kumar J	Manager	Tamilnadu	<a href="mailto:info@aathavagarments.com">info@aathavagarments.com</a>	0422-2565716
21	LUX Industries	Buvana M	HR Manager	Tamilnadu	<a href="mailto:info@luxinnerwear.com">info@luxinnerwear.com</a>	+913340402121

Annexure: Training & Employment Details

Training and Employment Projections:

Year	Total Candidates		Women		People with Disability	
	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities
2025	520	340	370	200	NA	NA
2026	550	350	390	220	NA	NA
2027	570	370	420	230	NA	NA

Data to be provided year-wise for next 3 years

Training, Assessment, Certification, and Placement Data for previous versions of qualifications:

Qualification Version	Year	Total Candidates				Women				People with Disability			
		Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed
Version 2.0	2023	400	390	380	120	370	360	350	100	NA	NA	NA	NA
Version 1.0	2022	370	360	350	100	350	340	330	90	NA	NA	NA	NA
Version 1.0	2021	350	340	330	90	330	320	310	70	NA	NA	NA	NA

Applicable for revised qualifications only, data to be provided year-wise for past 3 years.

List Schemes in which the previous version of Qualification was implemented:

1. PMKVY
2. DDUGKY
3. NULM

Content availability for previous versions of qualifications:

☐ Participant Handbook ☐ Facilitator Guide ☐ Digital Content ☐ Qualification Handbook ☐ Any Other: NA

Languages in which Content are available:

Hindi

## Annexure: Detailed Assessment Criteria

Detailed assessment criteria for each NOS/Module are as follows:

AMH/N0619: Ensure workplace orderliness and efficiently operate tools and machinery.					
PC	Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC1	Implement safe and precise methods to handle materials, machinery, equipment, and tools, ensuring a workplace environment that is clean and free from hazards.	2	5	-	1
PC2	Follow correct protocols for lifting and handling during operations.	2	5	-	1
PC3	Optimize material usage to minimize waste and ensure safe disposal of any excess material at designated locations.	2	3	-	1
PC4	Carry out routine maintenance and cleaning duties within assigned roles and agreed-upon schedules.	2	10	-	1
PC5	Immediately report any unsafe or damaged equipment, as well as hazardous incidents, to authorized personnel.	2	3	-	0.5
PC6	Confirm the presence of appropriate machine guards to maintain operational safety.	2	3	-	1
PC7	Maintain a working posture that is both comfortable and ergonomically sound.	1	10	-	0.5
PC8	Employ appropriate cleaning equipment and techniques tailored to the specific tasks at hand.	1	10	-	1
	<b>NOS Total</b>	<b>14</b>	<b>49</b>	<b>-</b>	<b>7</b>
AMH/N0621: Adhere to industry, regulatory, and organizational standards and embrace environmentally sustainable practices					
PC	Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC1	Execute job responsibilities according to organizational standards, with a strong emphasis on eco-friendly solutions, while strictly adhering to established procedures, policies, and legal regulations.	2	1	-	1
PC2	Implement and uphold organizational policies and procedures, integrating sustainable consumption practices into daily operations.	2	1	-	1



<b>PC3</b>	Actively engage in enhancing organizational performance by driving the transition towards environmentally friendly processes and practices.	<b>2</b>	<b>1</b>	-	<b>1</b>
<b>PC4</b>	Safely handle materials, equipment, computers, and software to maintain a clean and hazard free work environment, actively supporting the adoption of eco-friendly practices throughout the workplace.	<b>3</b>	<b>2</b>	-	<b>2</b>
<b>PC5</b>	Perform routine maintenance and cleaning tasks within assigned duties and agreed-upon schedules, effectively managing any interruptions to workflow.	<b>3</b>	<b>1</b>	-	<b>1</b>
<b>PC6</b>	Immediately report any instances of unsafe equipment or hazardous incidents to the appropriate personnel to ensure swift resolution and mitigate risks.	<b>2</b>	<b>1</b>	-	<b>1</b>
<b>PC7</b>	Utilize appropriate cleaning equipment and techniques tailored to specific tasks, promoting efficiency and sustainability in workplace maintenance.	<b>2</b>	<b>1</b>	-	<b>1</b>
<b>PC8</b>	Proactively request system or software upgrades as necessary to optimize work efficiency, while also maintaining backup files to ensure data integrity and security when using various design software.	<b>2</b>	<b>1</b>	-	<b>1</b>
<b>PC9</b>	Maintain digital copies of design work in organized files for future reference, ensuring accessibility and preservation of valuable project assets.	<b>2</b>	<b>1</b>	-	<b>1</b>
	<b>NOS Total</b>	<b>20</b>	<b>10</b>		<b>10</b>
<b>AMH/N0610: Plan and organize cutting process</b>					
<b>PC</b>	<b>Assessment Criteria for Outcomes</b>	<b>Theory Marks</b>	<b>Practical Marks</b>	<b>Project Marks</b>	<b>Viva Marks</b>
PC1	Review orders received from production planning for cutting as per style/product category/class	1	4	-	1
PC2	Check materials availability in suitable form and quantity	3	10	-	2
PC3	Allocate cutting tables as per plan and priority	2	10	-	1
PC4	Allocate spreaders and cutters as per style, quality and cutting skills availability	2	10	-	2
PC5	Set cutting targets and required quality standards as per forecasted weekly cutting schedule	4	10	-	1
PC6	Allocate manpower (operators, helpers, relievers etc.) based on skill-set and suitability for cutting processes or sub-processes.	3	8	-	1

	<b>NOS TOTAL</b>	<b>15</b>	<b>52</b>	<b>-</b>	<b>8</b>
<b>AMH/N0611: Preparatory processes for cutting</b>					
<b>PC</b>	<b>Assessment Criteria for Outcomes</b>	<b>Theory Marks</b>	<b>Practical Marks</b>	<b>Project Marks</b>	<b>Viva Marks</b>
PC1	Ensure fabric received for cutting is checked for visible faults like stains, slub, etc.	5	12	-	2
PC2	Ensure fabric specific to cutting plan assigned to definite styles/quality is allocated to same quality/style.	5	4	-	1
PC3	Ensure the marker received is complete in all aspects like grain line, notches, part name, clarity of markings, complete for all components etc.	3	12	-	2
PC4	Ensure fabrics, patterns and marker are laid with due consideration to the prints (if present) and defects detected in texture/style	2	12	-	1
PC5	Ensure availability and appropriate cutting tools and equipment for cutting	2	5	-	1
PC6	Ensure optimum utilization and minimum wastage during cutting	3	15		1
	<b>NOS Total</b>	<b>20</b>	<b>60</b>	<b>-</b>	<b>8</b>
<b>AMH/N0612: Supervise cutting operations</b>					
		<b>15</b>	<b>50</b>	<b>-</b>	<b>7</b>
PC1	Ensure the workflow of the cutting process is smooth and fast; and as per production planning and delivery schedule	1	1	-	1
PC2	Ensure the workload for cutting is equitably distributed as per operator skill-set and performance	1	1	-	1
PC3	Ensure standards, reference sample, templates, dies etc. are available near cutting	1	10	-	1
PC4	Ensure that the fabric, trims and accessories are cut with precision and as per the requirement	3	10	-	1
PC5	Ensure that the cut fabric is properly ticketed and bundled and delivered to respective departments	3	10	-	1
PC6	Ensure productivity in cutting department, by minimizing cutting wastage and optimum utilization of materials and manpower	2	10		0.5
	Ensure a smooth, uninterrupted, regular supply to the sewing sections	1	3		1
	Maintain relevant reports and documentation	3	5		0.5
	<b>NOS Total</b>	<b>15</b>	<b>50</b>	<b>-</b>	<b>7</b>

AMH/N0613: Maintain health, safety and security in the cutting department with Gender and PwD Sensitization					
		11	39	-	5
PC1	Keep vigilance for potential risks and threats associated with workplace and equipment like, hot iron, knife, stain removers etc.	1	2	-	0.5
PC2	Ensure appropriate PPE is used while operating the handheld electrical cutter with the help of mesh gloves, etc.	3	8	-	1
PC3	Comply with health safety, gender and PwD (People with disability) related instructions applicable to the workplace	1	2		0.5
PC4	Monitor workplace and work processes for potential risks and threats like physical injuries or disabilities, etc.	1	4	-	1
PC5	Participate in mock-drills/evacuation procedures organized at the workplace; group discussions, training sensitization programs for gender and PwD awareness	2	9	-	1
PC6	Undertake first-aid, fire-fighting and emergency response training if asked to do so	3	14	-	1
	<b>NOS Total</b>	<b>11</b>	<b>39</b>	<b>-</b>	<b>5</b>

DGT/VSQ/N0102 EMPLOYABILITY SKILLS (60 Hours)					
PC	Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
	Introduction to Employability Skills	1	1	0	0
PC1	Identify employability skills required for jobs in various industries				
PC2	Identify and explore learning and employability portals				
	Constitutional values – Citizenship	1	1	0	0
PC3	Recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.				
PC4	Follow environmentally sustainable practices				
	Becoming a Professional in the 21st Century	2	4	0	0
PC5	Recognize the significance of 21st Century Skills for employment				

PC6	Practice the 21st Century Skills such as Self-Awareness, Behavior Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life				
	Basic English Skills	2	3	0	0
PC7	Use basic English for everyday conversation in different contexts, in person and over the telephone				
PC8	Read and understand routine information, notes, instructions, mails, letters etc. written in English				
PC9	Write short messages, notes, letters, e-mails etc. in English				
	Career Development & Goal Setting	1	2	0	0
PC10	Understand the difference between job and career				
PC11	Prepare a career development plan with short- and long-term goals, based on aptitude				
	Communication Skills	2	2	0	0
PC12	Follow verbal and non-verbal communication etiquette and active listening techniques in various settings				
PC13	Work collaboratively with others in a team				
	Diversity & Inclusion	1	2	0	0
PC14	Communicate and behave appropriately with all genders and PwD				
PC15	Escalate any issues related to sexual harassment at workplace according to POSH Act				
	Financial and Legal Literacy	2	3	0	0
PC16	Select financial institutions, products and services as per requirement				
PC17	Carry out offline and online financial transactions, safely and securely				
PC18	Identify common components of salary and compute income, expenses, taxes, investments etc				
PC19	Identify relevant rights and laws and use legal aids to fight against legal exploitation				
	Essential Digital Skills	3	4	0	0
PC20	Operate digital devices and carry out basic internet operations securely and safely				
PC21	Use e- mail and social media platforms and virtual collaboration tools to work effectively				
PC22	Use basic features of word processor, spreadsheets, and presentations				
	Entrepreneurship	2	3	0	0

PC23	Identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research				
PC24	Develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion				
PC25	Identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity				
	Customer Service	1	2	0	0
PC26	Identify different types of customers				
PC27	Identify and respond to customer requests and needs in a professional manner.				
PC28	Follow appropriate hygiene and grooming standards				
	Getting ready for apprenticeship & Jobs	2	3	0	0
PC29	Create a professional Curriculum vitae (Résumé)				
PC30	Search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively				
PC31	Apply to identified job openings using offline /online methods as per requirement				
PC32	Answer questions politely, with clarity and confidence, during recruitment and selection				
PC33	Identify apprenticeship opportunities and register for it as per guidelines and requirements				
	<b>NOS Total</b>	20	30	0	0
	<b>GRAND TOTAL</b>	<b>115</b>	<b>290</b>	<b>0</b>	<b>45</b>

### Annexure: Assessment Strategy

This section includes the processes involved in identifying, gathering, and interpreting information to evaluate the Candidate on the required competencies of the program.

*Mention the detailed assessment strategy in the provided template.*

#### <1. Assessment System Overview:

- Batches assigned to the assessment agencies for conducting the assessment on SIP or email
- Assessment agencies send the assessment confirmation to VTP/TC looping SSC
- Assessment agency deploys the ToA certified Assessor for executing the assessment

- SSC monitors the assessment process & records

## 2. Testing Environment:

- Check the Assessment location, date and time
- If the batch size is more than 30, then there should be 2 Assessors.
- Check that the allotted time to the candidates to complete Theory & Practical Assessment is correct.

## 3. Assessment Quality Assurance levels/Framework:

- Question bank is created by the Subject Matter Experts (SME) are verified by the other SME
- Questions are mapped to the specified assessment criteria
- Assessor must be ToA certified & trainer must be ToT Certified

## 4. Types of evidence or evidence-gathering protocol:

- Time-stamped & geotagged reporting of the assessor from assessment location
- Centre photographs with signboards and scheme specific branding

## 5. Method of verification or validation:

- Surprise visit to the assessment location

## 6. Method for assessment documentation, archiving, and access

- Hard copies of the documents are stored

**On the Job:**

1. Each module (which covers the job profile of Automotive Service Assistant Technician) will be assessed separately.
2. The candidate must score 60% in each module to successfully complete the OJT.
3. Tools of Assessment that will be used for assessing whether the candidate is having desired skills and etiquette of dealing with customers, understanding needs & requirements, assessing the customer and perform Soft Skills effectively:
  - Videos of Trainees during OJT
  -
4. Assessment of each Module will ensure that the candidate is able to:
  - Effective engagement with the customers
  - Understand the working of various tools and equipment
  - .....>

**Annexure: Acronym and Glossary****Acronym**

Acronym	Description
AA	Assessment Agency
AB	Awarding Body
ISCO	International Standard Classification of Occupations
NCO	National Classification of Occupations
NCrF	National Credit Framework
NOS	National Occupational Standard(s)
NQR	National Qualification Register

<b>NSQF</b>	National Skills Qualifications Framework
<b>OJT</b>	On the Job Training

## Glossary

<b>Term</b>	<b>Description</b>
<b>National Occupational Standards (NOS)</b>	NOS define the measurable performance outcomes required from an individual engaged in a particular task. They list down what an individual performing that task should know and also do.
<b>Qualification</b>	A formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards
<b>Qualification File</b>	A Qualification File is a template designed to capture necessary information of a Qualification from the perspective of NSQF compliance. The Qualification File will be normally submitted by the awarding body for the qualification.
<b>Sector</b>	A grouping of professional activities on the basis of their main economic function, product, service or technology.
<b>Long Term Training</b>	Long-term skilling means any vocational training program undertaken for a year and above. <a href="https://ncvet.gov.in/sites/default/files/NCVET.pdf">https://ncvet.gov.in/sites/default/files/NCVET.pdf</a>