



Model Curriculum

QP Name: Factory Compliance Auditor

QP Code: AMH/Q2201

QP Version: 4.0

NSQF Level: 6

Model Curriculum Version: 4.0

Apparel, Made-ups & Home furnishing Sector Skill Council | Flat No. A312 To A323, Third Floor Somdatt Chamber –I Bikhaji
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Table of Contents

Program Overview	4
Training Outcomes	4
Compulsory Modules	4
Module Details	5
Module Name 1: Introduction and Orientation to Factory Compliance Auditor	5
Module Name 2 : Follow regulatory and company's rules and Greening of Job Roles	6
Module Name 3: Introduction to compliance and standards.....	6
Module Name 4: Preparation for the audit procedure	7
Module Name 5: Conduct compliance audit in the organisation	7
Module Name 6: Introduction to organizational processes	8
Module Name 7: Prepare audit report	9
Module Name 8 : Record Keeping Procedures	9
Module Name 9 :Check compliance with product quality standards.....	10
Module Name 10: Maintain a healthy, safe and secure working environment with Gender and PwD Sensitization	11
Module Name 11: Employability Skills.....	11
Annexure	14
Assessor Requirements.....	14
Assessment Strategy	17
Acronyms and Abbreviations	17
Glossary.....	18

Training Parameters

Sector	Apparels
Sub-Sector	Apparel
Occupation	Compliance
Country	India
NSQF Level	6
Aligned to NCO/ISCO/ISIC Code	NCO-2015/7543.4001
Minimum Educational Qualification and Experience	<ul style="list-style-type: none"> Completed 3 years UG with (legal/social/technical specialization) 1.5 year relevant experience Previous relevant Qualification of NSQF Level 5 with 3 years relevant experience
Pre-Requisite License or Training	Quality Systems (Six Sigma, TQM)/Audit Training
Minimum Job Entry Age	20 Years
Last Reviewed On	18-02-2025
Next Review Date	18-02-2028
NSQC Approval Date	18/02/2025
QP Version	4.0
Model Curriculum Creation Date	08/01/2025
Model Curriculum Valid Up to Date	18-02-2028
Model Curriculum Version	4.0
Minimum Duration of the Course	600
Maximum Duration of the Course	600

Program Overview

This section summarizes the end objectives of the program along with its duration.

Training Outcomes

At the end of the program, the learner should have acquired the listed knowledge and skills.

- Prepare for the auditing procedure.
- Conduct compliance audit in the organisation.
- Prepare audit report.
- Maintain audit records.
- Adhere to product quality standards.
- Maintain a healthy, safe and secure working environment.
- Adhere to industry, regulatory and organizational requirements.
- Maintain a healthy, safe and secure working environment at the workplace.
- Follow greening and energy conservation activities as per the guidelines

Compulsory Modules

The table lists the modules, their duration and mode of delivery.

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
AMH/N1705: Follow regulatory and company's rules and Greening of Job Roles NOS Version- 3.0 NSQF Level- 6	30.00	30.00	0.00	0.00	60.00
Module 1: Introduction (Bridge Module)	3.00	0.00	0.00	0.00	3.00
Module 2: Follow regulatory and company's rules and Greening of Job Roles	27.00	30.00	0.00	0.00	57.00
AMH/N2201: Evaluate information to determine compliance with standards NOS Version- 3.0 NSQF Level- 6	45.00	75.00	0.00	0.00	120.00
Module 3: Introduction to compliance and standards	15.00	25.00	0.00	0.00	40.00
Module 4: Preparation for the audit procedure	15.00	25.00	0.00	0.00	40.00
Module 5: Conduct compliance audit in the organization	15.00	25.00	0.00	0.00	40.00
AMH/N2202: Prepare audit report NOS Version- 3.0	39.00	81.00	60.00	0.00	180.00

NSQF Level- 6					
Module 6: Introduction to organizational processes	13.00	27.00	0.00	0.00	50.00
Module 7: Prepare audit report	13.00	27.00	0.00	0.00	50.00
Module 8: Record Keeping Procedures	13.00	27.00	60.00	0.00	110.00
AMH/N2203: Check compliance with product protocol NOS Version- 3.0 NSQF Level- 6	45.00	75.00	0.00	0.00	120.00
Module 9: Check compliance with product quality standards	45.00	75.00	0.00	0.00	120.00
AMH/N2204: Maintain a healthy, safe and secure working environment with Gender and PwD Sensitization NOS Version- 5.0 NSQF Level- 6	15.00	15.00	0.00	0.00	30.00
Module10: Maintain a healthy, safe and secure working environment with Gender and PwD Sensitization	15.00	15.00	0.00	0.00	30.00
DGT/VSQ/N0102: Employability Skills NOS Version- 1.0 NSQF Level- 4	36.00	54.00	0.00	0.00	90.00
Module 11: Employability Skills	36.00	54.00	0.00	0.00	90.00
Total Duration	210.00	330.00	60.00	0.00	600.00

Module Details

Module Name 1: Introduction and Orientation to Factory Compliance Auditor *Mapped to Bridge Module*

Terminal Outcomes:

- Describe the outline of the Apparel industry in India
- Recognize various employment opportunities for a 'Factory Compliance Auditor' in the apparel industry.
- Identify apparel production process and the role that the 'Factory Compliance Auditor' plays in the process.
- Understand the production process

Duration: <03:00>	Duration: <00:00>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Describe various employment opportunities for an 'Factory Compliance Auditor' in the apparel industry. • Describe the relationship between work role of an 'Factory Compliance Auditor' and the overall manufacturing process. • Explain the roles and responsibilities of an 'Factory Compliance Auditor.' • Describe the production process and the specific work activities that relate to the whole process. 	

Classroom Aids:

Charts, Models, Flip Chart, White-Board/Smart Board, Marker, Duster

Tools, Equipment and Other Requirements

training kit (trainer guide, presentations)

Unique Equipment Required:

Module Name 2: Follow regulatory and company's rules and Greening of Job Roles

Mapped to (AMH/N1705) (version 3.0)

Terminal Outcomes:

Duration: 27:00	Duration: 30:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Explain importance of greening solutions, procedures, policies, legislation and regulations Discuss the significance of specified usage of resources at work area Describe the Legal, regulatory and ethical requirements specific to the industry/sector. Describe the importance of having an ethical and value-based approach to governance. Describe customer specific requirements mandated as a part of the work process. Describe country / customer specific regulations for the sector and their importance. Describe the benefits to the company and to self in the practice of these procedures. 	<ul style="list-style-type: none"> Carry out work functions in accordance with organizational standards, greening solutions, procedures, policies, legislation and regulations. Collaborate with the supervisor and team members in enforcing regulatory considerations. Explain the reporting procedure to be followed, in case of deviations. Identify and report any possible deviation to these requirements. Identify limits of personal responsibility. Clarify information on policies and procedures, from the supervisor or other authorized personnel. Follow the organisational policies and procedures within the work practices. Evaluate the different ways to conserve energy in Apparel sector
Classroom Aids:	
Charts, Models, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment, and Other Requirements	
White and Black Board, White and Black Board Marker, documents related to health and safety measures.	

Module Name 3: Introduction to compliance and standards

Mapped to (AMH/N2201) (version 3.0)

Terminal Outcomes:

- Describe the Compliance and audit in apparel Industry
- Explain process of audit

Duration: 15:00	Duration: 25:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Describe the environment, processes and systems in an apparel factory. Describe procedures involved in product manufacturing in the factory; quality checking and tolerances; reporting and compliance; and classification of major or minor deviations, if any. 	<ul style="list-style-type: none"> Explain the terminology associated with the apparel industry. Analyse the standards which will be used to check the compliance of various products. Discuss legal terminologies with respect to the industry laws. Discuss compliance and social audit procedures.

	<ul style="list-style-type: none"> Describe various practices and procedures related to the apparel industry State laws related to the industry functioning and processes, labour laws. Interpret the regulations, policies and guidelines related to the system/industry.
Classroom Aids:	
Charts, Models, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment, and Other Requirements	

Module Name 4: Preparation for the audit procedure

Mapped to (AMH/N2201) (Version 3.0)

Terminal Outcomes:

- Describe the how to analyse report, tools quality control.
- Explain process of prepare audit list record collection
- Explain conducting audit

<i>Duration: 15:00</i>	<i>Duration: 25:00</i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Describe how to analyse reports. Describe the organization's tools, templates and processes for recording and monitoring process confirmation and deviations. Describe quality control / quality assurance processes; and their periodicity. Describe various reporting procedures and formats related to quality control / quality assurance. 	<ul style="list-style-type: none"> Prepare an audit checklist. Collect, analyse and evaluate the previous audit records. Analyse the collected audit records. Evaluate the previous audit records to identify the areas of concern. Identify the areas to focus on when conducting the audit based on the previous records/audit history. Collect the necessary tools/reference papers and other materials that would be required for conducting compliance audit. Communicate the compliance audit plan to the relevant people.
Classroom Aids:	
Charts, Models, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment, and Other Requirements	
Computer with computer Table And Chairs and peripherals, Computer software's, Printer, Photocopier, Projector /LCD, Books related to Company Law, Factory Compliance, Books related to Human Resource, Documents(e.g.: audit check list, Tec pack etc., related to Factory Compliance), Dustbin, Fire Extinguisher, Student's Chair With Table Arm, Teacher's Table and Chair Defect lists and samples and fabric correct and defected (garments, made ups and home furnishing), Students Notes, Fabric/trims and accessories, First Aid, White/Black Board+ Marker, Duster.	

Module Name 5: Conduct compliance audit in the organisation

Mapped to (AMH/N2001) (version. 3.0)

Terminal Outcomes:

<i>Duration: 15:00</i>	<i>Duration: 25:00</i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes

<ul style="list-style-type: none"> Collect evidence for observations and audit findings to verify the information received. Describe escalation matrix of who to refer problems to when they are out of control. Maintain integrity in the audit process. Record all observations and findings. Describe interdepartmental material movement procedure. Communicate appropriate feedback to the relevant people associated with the factory operations and management on issues related to various compliance standards. 	<ul style="list-style-type: none"> Collect information about conformance to standards at the factory by observing and using the audit-checklist. Evaluate the conformance to standards based on observations and audit-checklist. Communicate the audit findings to the relevant people. Identify the areas of concern or non-conformities. Explain industry standards and inspection methodologies. Ensure all compliance points are checked and evaluated. Analyse critical and non-critical deviations or non-compliances.
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Classroom Aids:

Charts, Models, Flip Chart, White-Board/Smart Board, Marker, Duster

Tools, Equipment, and Other Requirements

Computer With Computer Table And Chairs and peripherals, Computer software's, Printer, Photocopier, Projector /LCD, Books related to Company Law, Factory Compliance, Books related to Human Resource, Documents(eg: audit check list, Tec pack etc., related to Factory Compliance), Dustbin, Fire Extinguisher, Student's Chair With Table Arm, Teacher's Table and Chair Defect lists and samples and fabric correct and defected (garments, made ups and home furnishing), Students Notes, Fabric/trim and accessories, First Aid, White/Black Board+ Marker, Duster.

Module Name 6: Introduction to organizational processes

Mapped to AMH/N2202 (version 3.0)

Terminal Outcomes:

- Describe the organization's policies, format and reporting process
- Explain the importance of Team work

<i>Duration: 13:00</i>	<i>Duration: 27:00</i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Describe the organization's policies and procedures. Describe the details of the job and responsibilities under health, safety and environmental legislation. Describe protocol and format for reporting work related risks/problems. Describe the process for offering/obtaining work related assistance 	<ul style="list-style-type: none"> Explain protocol to obtain more information on work related tasks. Explain the importance of team work and harmonious working relationships. Explain the method of obtaining/giving feedback related to performance. Attach supporting documents or fill in details regarding evidence.
Classroom Aids:	
Charts, Models, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment, and Other Requirements	
Computer With Computer Table And Chairs and peripherals, Computer software's, Printer, Photocopier, Projector /LCD, Books related to Company Law, Factory Compliance, Books related to Human Resource, Documents (eg: audit check list, Tech pack etc., related to Factory Compliance), Dustbin, Fire Extinguisher, Student's Chair with Table Arm, Teacher's Table and chair.	

Module Name 7: Prepare audit report

Mapped to AMH/N2202 (version 3.0)

Terminal Outcomes:

- Describe process of audit report, evaluation of audit,
- Explain method of audit, documentation process & formalities

<i>Duration: 13:00</i>	<i>Duration: 27:00</i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Describe documentation and reporting formats. Describe how to evaluate information collected during the compliance audit. Escalate remarks and recommendations for each of the non-conformances or deviations to the concerned department. Maintain confidentiality of the audit report, wherever applicable. 	<ul style="list-style-type: none"> Explain the Audit report writing method. Follow the approved template to create the audit report. Explain documentation formalities related to auditing. Ensure all areas of compliances are covered in the audit report. Analyse the information gathered during the audit for conformance with requirements. Classify the findings as conformance to standards or non-conformance, as the case maybe, for each of the areas inspected as per audit checklist. Identify various non-conformances to the audit check list. Classify the non-conformances as major/minor or observations
Classroom Aids:	
Charts, Models, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment, and Other Requirements	
Computer With Computer Table and Chairs and peripherals, Computer software's, Printer, Photocopier, Projector /LCD, Books related to Company Law, Factory Compliance, Books related to Human Resource, Documents (e.g.: audit check list, Tec pack etc., related to Factory Compliance), Dustbin, Fire Extinguisher, Student's Chair with Table Arm, Teacher's Table and chair, Defect lists and samples and fabric correct and defected (garments, made ups and home furnishing), Students Notes, Fabric/trims and accessories First Aid, White/Black Board+ Marker, Duster.	

Module Name 8: Record Keeping Procedures

Mapped to AMH/N2202 (version 3.0)

Terminal Outcomes:

- Describe the documentation, reporting, department coordination.
- Explain the method of record keeping, storage of report

<i>Duration: 13:00</i>	<i>Duration: 27:00</i>
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Describe the documentation framework followed in the organisation. Follow documentation and reporting formats of the organisation. Prepare the report format Describe how to coordinate with another department for the audit 	<ul style="list-style-type: none"> Explain the method for record keeping. Explain guidelines for storage of records. Store the audit report in such a way that it can be retrieved whenever required. Maintain the audit report in a safe and secure condition Process of filing of audit report Explain the no of documents

	<ul style="list-style-type: none"> Explain the arrangement of audits
Classroom Aids:	
Charts, Models, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment, and Other Requirements	
Computer With Computer Table And Chairs and peripherals, Computer software's, Printer, Photocopier, Projector /LCD, Books related to Company Law, Factory Compliance, Books related to Human Resource, Documents(eg: audit check list, techpack etc., related to Factory Compliance), Dustbin, Fire Extinguisher, Student's Chair With Table Arm, Teacher's Table and chair , Defect lists and samples and fabric correct and defected (garments, made ups and home furnishing), Students Notes, Fabric/trim and accessories First Aid, White/Black Board+ Marker, Duster.	
Basic Stationery	

Module Name 9: Check compliance with product quality standards

Mapped to (AMH/N2203) (version 3.0)

Terminal Outcomes:

- Understand the buyer requirements
- Describe the organization's recording process
- Explain record keeping, process of quality
- Communicate proactively within the team

Duration: 15:00	Duration: 105:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> Describe buyers' requirements in terms of quality standards and inspection methodologies. Describe the organization's tools, templates and processes for recording and monitoring process confirmation and deviations. Describe raw material components and their specifications. Describe check points where quality control has been exercised in consultation with the immediate supervisor. Describe test reports, critical and non-critical defects. Describe procedural understanding of product specification and tech packs; reference sample; approved samples; and reports and compliances. Describe reference samples and techpacks. 	<ul style="list-style-type: none"> Ensure that the standards have been clearly understood and seek confirmation of the same. Explain reporting procedures, formats and their periodicity required in the organisation. Record data of material issued and received from the vendor. Explain inspection and quality control procedures. Maintain the reference samples and reference manuals accessible and in a good condition. Analyse the product protocol with a reference sample to evaluate if the instructions and specifications given in the protocol have been followed. Communicate to all concerned the relevant standards with reference to the product protocol. Explain the procedure to carry out quality control /quality assurance processes. Evaluate the fabric / accessories / quality reports tested internally or externally. Describe the final quality audit procedures. Communicate proactively if the systems are not producing the desired outcome. Explain statistical process control and statistical quality control.
Classroom Aids:	
Charts, Models, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment, and Other Requirements	
Computer With Computer Table And Chairs and peripherals, Computer software's, Printer, Photocopier, Projector /LCD, Books related to Company Law, Factory Compliance, Books related to Human Resource, Documents(e.g.: audit check list, Tec pack etc., related to Factory Compliance), Dustbin, Fire Extinguisher, Student's Chair With Table Arm, Teacher's Table and chair , Defect lists and samples and fabric correct	

and defected (garments, made ups and home furnishing), Students Notes, Fabric/trims and accessories First Aid, White/Black Board+ Marker, Duster.

Module Name 10: Maintain a healthy, safe and secure working environment with Gender and PWD Sensitization

Mapped to (AMH/N2204) (version 5.0)

Terminal Outcomes:

- Demonstrate the process involved to keep up the Safety and secure working environment
- Discussed the importance of PWD & Gender Sensitivity.

Duration: 15:00	Duration: 15:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Explain health and safety related practices applicable at the workplace. • Explain importance of complying with health, safety, gender and PWD related instructions applicable to workplace • Explain gender equality in apparel industry • Describe health and safety related practices applicable at the workplace. • Comply with health and safety related instructions applicable to the workplace. • Describe organizational procedures for safe handling of equipment and machine operations. • Describe potential risks due to own actions and methods to minimize these. • Describe potential hazards, risks and threats based on the nature of operations. • Report hazards and potential risks/ threats to supervisors or other authorized personnel. • Describe the layout of the plant and details of emergency exits, escape routes, emergency equipment and assembly points. • Describe potential accidents and emergencies and response to these in the workplace scenarios. • List the details of personnel trained in first aid, fire-fighting and emergency response. • Follow organization procedures for shutdown and evacuation when required. • Follow organisational procedures or supervisor instructions in the event of fire, emergencies or accidents. • Describe the actions to take in the event of a mock drills/ evacuation procedures or actual accident, emergency or fire. 	<ul style="list-style-type: none"> • Discuss importance of training sensitization programs for gender, and PWD awareness organized at workplace. • Identify signage related to health and safety measures. • Explain the importance of sound health, Hygiene and good habits. • Maintain a healthy lifestyle. • Demonstrate basic first aid. • Demonstrate how to perform basic CPR. • Apply personal protective equipment where required during inspection. • Explain environmental management system related procedures at work. • Explain reporting protocol and documentation required. • Perform own activities in line with approved guidelines and procedures. • Monitor the workplace and work processes for potential risks and threats.
Classroom Aids:	
Charts, Models, Flip Chart, White-Board/Smart Board, Marker, Duster	
Tools, Equipment, and Other Requirements	
Training kit (Trainer guide, Presentations), appropriate personal protective equipment (PPE), First aid box with all contents.	

Module Name 11: Employability Skills

DGT/VSQ/N0102: NOS (Version- 1.0)

Terminal Outcomes:

- Introduction to Employability Skills
- Constitutional values - Citizenship
- Becoming a Professional in the 21st Century
- Basic English Skills
- Career Development & Goal Setting
- Communication Skills
- Diversity & Inclusion
- Financial and Legal Literacy
- Essential Digital Skills
- Entrepreneurship
- Customer Service
- Getting ready for Apprenticeship & Jobs

Duration: 60:00(Theory 24 Hrs + Practical 36 Hrs)

Key Learning Outcomes

Introduction to Employability Skills Duration: 1.5 Hours

After completing this programme, participants will be able to:

1. Discuss the Employability Skills required for jobs in various industries
2. List different learning and employability related GOI and private portals and their usage

Constitutional values - Citizenship Duration: 1.5 Hours

3. Explain the constitutional values, including civic rights and duties, citizenship, responsibility towards society and personal values and ethics such as honesty, integrity, caring and respecting others that are required to become a responsible citizen
4. Show how to practice different environmentally sustainable practices.

Becoming a Professional in the 21st Century Duration: 2.5 Hours

5. Discuss importance of relevant 21st century skills.
6. Exhibit 21st century skills like Self-Awareness, Behaviour Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn etc. in personal or professional life.
7. Describe the benefits of continuous learning.

Basic English Skills Duration: 10 Hours

8. Show how to use basic English sentences for everyday conversation in different contexts, in person and over the telephone
9. Read and interpret text written in basic English
10. Write a short note/paragraph / letter/e -mail using basic English

Career Development & Goal Setting Duration: 2 Hours

11. Create a career development plan with well-defined short- and long-term goals

Communication Skills Duration: 5 Hours

12. Demonstrate how to communicate effectively using verbal and nonverbal communication etiquette.
13. Explain the importance of active listening for effective communication
14. Discuss the significance of working collaboratively with others in a team

Diversity & Inclusion Duration: 2.5 Hours

15. Demonstrate how to behave, communicate, and conduct oneself appropriately with all genders and PwD.
16. Discuss the significance of escalating sexual harassment issues as per POSH act.

Financial and Legal Literacy Duration: 5 Hours

17. Outline the importance of selecting the right financial institution, product, and service.
18. Demonstrate how to carry out offline and online financial transactions, safely and securely.
19. List the common components of salary and compute income, expenditure, taxes, investments etc.
20. Discuss the legal rights, laws, and aids.

Essential Digital Skills Duration: 10 Hours

21. Describe the role of digital technology in today's life.
22. Demonstrate how to operate digital devices and use the associated applications and features, safely and securely.
23. Discuss the significance of displaying responsible online behaviour while browsing, using various social media platforms, e-mails, etc., safely and securely.
24. Create sample word documents, excel sheets and presentations using basic features.
25. Utilize virtual collaboration tools to work effectively.

Entrepreneurship Duration: 7 Hours

26. Explain the types of entrepreneurship and enterprises.
27. Discuss how to identify opportunities for potential business, sources of funding and associated financial and legal risks with its mitigation plan.
28. Describe the 4Ps of Marketing-Product, Price, Place and Promotion and apply them as per requirement.
29. Create a sample business plan, for the selected business opportunity.

Customer Service Duration: 5 Hours

30. Describe the significance of analysing different types and needs of customers.
31. Explain the significance of identifying customer needs and responding to them in a professional manner.
32. Discuss the significance of maintaining hygiene and dressing appropriately.

Getting Ready for apprenticeship & Jobs Duration: 8 Hours

33. Create a professional Curriculum Vitae (CV)
34. Use various offline and online job search sources such as employment exchanges, recruitment agencies, and job portals respectively
35. Discuss the significance of maintaining hygiene and confidence during an interview
36. Perform a mock interview
37. List the steps for searching and registering for apprenticeship opportunities.

Classroom Aids:

Charts, Models, Flip Chart, White-Board/Smart Board, Marker, Duster

Tools, Equipment, and Other Requirements

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

Annexure

Trainer Requirements

Trainer Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
Diploma		4 Year	Compliance	0	Compliance	The candidate should possess good knowledge and manufacturing experience of machines, operations and products like garment, made ups and home furnishing (SAM calculation etc), equipment, tools, material, safety, Health & hygiene and other requirements of relevant job role. The candidate should be able to communicate in English and local language.
Graduation		3 Year	Compliance	0	Compliance	
Post graduate diploma		2 Year	Compliance	0	Compliance	
Post Graduate Degree in relevant trade or sector		1 Year	Compliance	0	Compliance	
Trainer Certification						
Domain Certification			Platform Certification			
Certificate for Job Role: “Factory Compliance Auditor’ mapped to QP: “AMH/Q2201”			Recommended that the Trainer is certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “Master Trainer (VET and Skills) MEP/Q2601 v2.0”.			
Minimum accepted % as per respective SSC guidelines is 80%.			Minimum accepted score is 80%.			

Assessor Requirements

Assessor Prerequisites					
Minimum Educational Qualification	Specialization	Relevant Industry Experience	Training Experience	Remarks	

		Years	Specialization	Years	Specialization	
ITI		4 Year	Compliance	0	Compliance	The candidate should possess good knowledge and manufacturing experience of machines, operations and products like garment, made ups and home furnishing (SAM calculation etc), equipment, tools, material, safety, Health & hygiene and other requirements of relevant job role. The candidate should be able to communicate in English and local language.
Diploma		4 Year	Compliance	0	Compliance	
Graduation		3 Year	Compliance	0	Compliance	
Post graduate diploma		2 Year	Compliance	0	Compliance	
Post Graduate Degree in relevant trade or sector		1 Year	Compliance	0	Compliance	

Assessor Certification

Domain Certification

Certificate for Job Role: **“Factory Compliance Auditor”** mapped to QP: **“AMH/Q2201”**

Minimum accepted % as per respective SSC guidelines is 80%.

Platform Certification

Recommended that the Assessor is certified for the Job Role: **“Assessor”**, mapped to the Qualification Pack: **“Assessor (VET and Skills) MEP/Q2701 v2.0”**.

Minimum accepted % as per respective SSC guidelines is 80%.

Trainer Prerequisites Employability Skills

Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training/Assessment Experience		Remarks
		Years	Specialization	Years	Specialization	

Graduate/CITS	Any discipline			2	Teaching experience	Prospective ES trainer should: <ul style="list-style-type: none"> • have good communication skills • be well versed in English • have digital skills • have attention to detail • be adaptable • have willingness to learn
Current ITI trainers	Employability Skills Training (3 days full-time course done between 2019-2022)					
Certified current EEE trainers (155 hours)	from Management SSC (MEPSC)					
Certified Trainer	Qualification Pack: Trainer (MEP/Q0102)					

Trainer Certification Employability Skills
Domain Certification

Certified in 60-hour Employability NOS (2022), with a minimum score of 80%
 OR
 Certified in 120-, 90-hour Employability NOS (2022), with a minimum score of 80%

Platform Certification

NA

Master Trainer Prerequisites Employability Skills

Minimum Educational Qualification	Specialization	Relevant Experience		Industry		Training/Assessment Experience		Remarks
		Years	Specialization			Years	Specialization	
Graduate/CITS	Any discipline					3	Employability Skills curriculum training experience with an interest to train as well as orient other	Prospective ES Master trainer should: <ul style="list-style-type: none"> • have good communication skills • be well versed in English • have basic digital skills • have attention to detail

Certified Master Trainer	Qualification Pack: Master Trainer (MEP/Q2602)			3	EEE training of Management SSC (MEPSC) (155 hours)	<ul style="list-style-type: none"> • be adaptable • have willingness to learn • be able to grasp concepts fast and is creative with teaching practices and likes sharing back their learning with others
Master Trainer Certification Employability Skills						
Domain Certification				Platform Certification		
Certified in 60-hour Employability NOS (2022), with a minimum score of 90%. OR Certified in 120-, 90-hour Employability NOS (2022), with a minimum score of 90%				NA		

Assessment Strategy

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS. examination/training centre (as per assessment criteria below)
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each.
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training centre based on these criteria.
6. To pass the Qualification Pack, every trainee should score a minimum of 70% aggregate in QP.
7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

Acronyms and Abbreviations

NOS	National Occupational Standard(s)
NSQF	National Skills Qualifications Framework
QP	Qualifications Pack
TVET	Technical and Vocational Education and Training

Glossary

Sector	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Occupation	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organization.
Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria (PC)	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
National Occupational Standards (NOS)	NOS are occupational standards which apply uniquely in the Indian context.
Qualifications Pack (QP)	QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
Unit Code	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
Unit Title	Unit title gives a clear overall statement about what the incumbent should be able to do.
Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
Scope	Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required.
Knowledge and Understanding (KU)	Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organizational specific knowledge that an individual needs in order to perform to the required standard.
Organizational Context	Organizational context includes the way the organization is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
Technical Knowledge	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.

Core Skills/ Generic Skills (GS)	Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.
Electives	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
Options	Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.