

## Qualification Pack



# Assistant Designer- Apparel, Made ups and Home Furnishings

QP Code: AMH/Q1210

Version: 4.0

NSQF Level: 4

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## Qualification Pack

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## Qualification Pack

# AMH/Q1210: Assistant Designer- Apparel, Made ups and Home Furnishings

## Brief Job Description

The assistant fashion designer primarily aids the fashion designer in creation of design range. He/she does hands on work to turn ideas into actual products. Some of their duties involve market study, perceiving trends underline, predict and forecast trends setting in for forthcoming season, identify theme, create mood board based on theme, develop designs for entire range of products in relation to the theme and subsequently to generate techpack for each style within the range of products. Finally, to work with team to develop a prototype based on techpack.

## Personal Attributes

Assistant designers provide both creative and practical support to the manufacturing process. He/ She should have a sound knowledge of product development and costing. Should have basic mathematical skills, particularly making calculations and measuring. He/she should have strong possess good written and verbal excellent oral communication skills, along with effective presentation skills. He/she should be proficient in time management and patient to work well under pressure to meet tight deadlines for strenuous long hours of working under stringent deadlines. He/She should behave a creative flair highly imaginative, creative, and analytic and man of voracious readings and keen listener too and have excellent negotiation skills for working with buyers and vendors.

## Applicable National Occupational Standards (NOS)

### Compulsory NOS:

1. [AMH/N1211: Develop proto and fit samples](#)
2. [AMH/N1222: Evaluate the proto sample developed related to specific product class](#)
3. [AMH/N1223: Maintain health, safety and security in the designing department with Gender and PwD Sensitization](#)
4. [AMH/N2001: Select fabrics trims and accessories as per specific product category](#)
5. [AMH/N0311: Abide by industry, regulatory, and organizational mandates, while integrating environmentally friendly practices](#)
6. [AMH/N1210: Plan and prepare design collections of garments for a season](#)
7. [DGT/VSQ/N0102: Employability Skills \(60 Hours\)](#)

## Qualification Pack (QP) Parameters

## Qualification Pack

<b>Sector</b>	Apparel
<b>Sub-Sector</b>	Apparel
<b>Occupation</b>	Designing
<b>Country</b>	India
<b>NSQF Level</b>	4
<b>Credits</b>	14
<b>Aligned to NCO/ISCO/ISIC Code</b>	NCO-2015/7532.0100
<b>Minimum Educational Qualification &amp; Experience</b>	12th grade Pass with 0-6 Months of experience OR 11th Class with 1.5 years of experience in relevant field OR 10th grade pass with 3 Years of experience in relevant field OR Previous relevant Qualification of NSQF Level (3.5) with 1.5 years of experience in relevant field
<b>Minimum Level of Education for Training in School</b>	
<b>Pre-Requisite License or Training</b>	Preferably Having Certificates/Diploma in Fashion Design
<b>Minimum Job Entry Age</b>	18 Years
<b>Last Reviewed On</b>	NA
<b>Next Review Date</b>	18/02/2028
<b>NSQF Approval Date</b>	18/02/2025
<b>Version</b>	4.0
<b>Reference code on NQR</b>	QG-04-AP-03569-2025-V2-AMHSSC
<b>NQR Version</b>	4

## Qualification Pack

### AMH/N1211: Develop proto and fit samples

#### Description

This unit covers the skills and knowledge required for development/understanding of techpack and using the same for making proto and fit samples for entire range of collections.

#### Scope

The scope covers the following :

- Developing techpack, proto and fit samples as per customer requirements

#### Elements and Performance Criteria

##### *Developing techpack, proto and fit samples as per customer requirements*

To be competent, the user/individual on the job must be able to:

- PC1..** Prepare/Study techpack with key information details like, sizes and measurements, materials, construction details, type of fabric; dyeing, printing or embellishment details; trims, labels and accessories, etc. including processes used and materials employed
- PC2.** Review techpack in consultation with the client design review team and associated departments with respect to the availability of the concerned materials in the market, organizations ability to manufacture that design, labor skills and availability etc.
- PC3.** Identify and summarize the involvement of required personnel such as pattern maker, tailors, merchandiser, sourcing supervisor, etc. with respect to developing proto and fit samples
- PC4.** Develop proto and fit samples as per the revised techpack for a particular style
- PC5.** Develop the cost sheet as per standard format after consulting related departments

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Defining review team as per available personnel's skill set
- KU2.** The availability of the raw materials, machines and equipments in the organization while making modifications in the techpack
- KU3.** Fabric properties like its drape, fall, fit, construction challenges (if any), etc.
- KU4.** The customer requirements in context of the chemical usage while dyeing and/or printing fabric
- KU5.** Color theory, print motifs, embroidery ornamentations as applicable to fashion garments/products and selected styles.
- KU6.** The product manufacturing process
- KU7.** Types of samples
- KU8.** Basic costing of the product.

#### Generic Skills (GS)

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User/individual on the job needs to know how to:

- GS1.** Document records at relevant stages and specification related to proto development
- GS2.** Document the cost sheet developed for the sample
- GS3.** Record the specifications of the proto sample of each style being developed
- GS4.** Record all the modifications being done in the proto and fit samples for reference while evaluating it
- GS5.** Understand the specifications mentioned in the techpack and act accordingly
- GS6.** Understand the modifications done by the client/buyer and incorporate them while developing the proto and fit samples
- GS7.** Seek information from supervisors/seniors of designing and other departments in case of any doubt
- GS8.** Communicate all relevant information related to developing proto sample with co-workers and supervisors in a logical sequence
- GS9.** Speak in vernacular with the workers in the sampling department to smoothen the proto sample development process
- GS10.** Follow organization rule-based decision making process while making changes in the proto sample at own discretion
- GS11.** Take appropriate decision by keeping the customers/buyers requirements in mind
- GS12.** Plan and organize to get the sample developed
- GS13.** Communicate with customers/buyer with intent on satisfying its requirements/queries related to product quality and product delivery
- GS14.** Develop product and fit samples keeping the customer requirements as main priority and specified timelines
- GS15.** Identify innovative solution to develop product design which facilitates manufacturing
- GS16.** Assess evaluate the proto and fit samples development processes
- GS17.** Communicate effectively with the help of soft skill tools and techniques
- GS18.** Analyze the proto and fit samples with respect to the techpack developed and forecast and market research conducted
- GS19.** Critically evaluate design inputs in relation to the product intended
- GS20.** Critically evaluate the proto and fit sample with respect to its functional and aesthetic behavior
- GS21.** Critically evaluate the modifications done while developing proto and fit samples and maintain the record of the same to be used during its evaluation

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Developing techpack, proto and fit samples as per customer requirements</i>	<b>15</b>	<b>90</b>	-	<b>10</b>
<b>PC1..</b> Prepare/Study techpack with key information details like, sizes and measurements, materials, construction details, type of fabric; dyeing, printing or embellishment details; trims, labels and accessories, etc. including processes used and materials employed	4	25	-	2
<b>PC2.</b> Review techpack in consultation with the client design review team and associated departments with respect to the availability of the concerned materials in the market, organizations ability to manufacture that design, labor skills and availability etc.	1	5	-	2
<b>PC3.</b> Identify and summarize the involvement of required personnel such as pattern maker, tailors, merchandiser, sourcing supervisor, etc. with respect to developing proto and fit samples	1	3	-	2
<b>PC4.</b> Develop proto and fit samples as per the revised techpack for a particular style	4	35	-	2
<b>PC5.</b> Develop the cost sheet as per standard format after consulting related departments	5	22	-	2
<b>NOS Total</b>	<b>15</b>	<b>90</b>	-	<b>10</b>



## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	AMH/N1211
<b>NOS Name</b>	Develop proto and fit samples
<b>Sector</b>	Apparel
<b>Sub-Sector</b>	Apparel, Made-Ups & Home Furnishing
<b>Occupation</b>	Designing
<b>NSQF Level</b>	4
<b>Credits</b>	4
<b>Version</b>	3.0
<b>Last Reviewed Date</b>	18/02/2025
<b>Next Review Date</b>	18/02/2028
<b>NSQC Clearance Date</b>	18/02/2025



## Qualification Pack

### AMH/N1222: Evaluate the proto sample developed related to specific product class

#### Description

This unit is about quantification and measurement of skills and competencies enabling one to review proto sample, take clients comments, make amendments accordingly and get it approved from the client

#### Scope

The scope covers the following :

- Evaluation of Design Development Processes and relevant documentation of the same.

#### Elements and Performance Criteria

##### *Evaluation of design development processes and relevant documentation of the same*

To be competent, the user/individual on the job must be able to:

- PC1.** Check proto sample with respect to techpack and/or client's comments about the measurements and other specific details.
- PC2.** Check proto sample for design (woven/print), production requirements, overall look and attributes like wash ability, utility, final costing etc.
- PC3.** Review proto sample in consultation with the client and/or review team
- PC4.** Amend/modify proto sample as per review inputs and get final approval of the proto sample from client
- PC5.** Prepare file of the approved sample containing finalized fabric swatches, trims, accessories, techpack, cost sheet etc.

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** The organizations protocol for proto sample evaluation and implementing the same within the team
- KU2.** Design development process steps like planning, research, concept development, etc.
- KU3.** Monitoring progress of the team and maintaining relevant documentation at each stage
- KU4.** Compliance requirements related to design and/or client/buyer requirements such as azo-free dyes, metamerism effect, etc.

#### Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** Document records related to evaluation of the proto sample references
- GS2.** Update records in case of any modifications done in a particular style for future reference

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- GS3.** Read and comprehend written instructions describing design details and manufacturing processes related to sampling
- GS4.** Read and understand any changes to be done in the proto sample.
- GS5.** Communicate all relevant information regarding details, process schedules, or any modifications to be done in the final sample with sampling team and other concerned departments
- GS6.** Speak in English or in vernacular as per need
- GS7.** Follow organization's protocol about the decision making process with respect to the evaluation of proto sample
- GS8.** Take sensible decisions while making changes in the design when reviewing with the client and/or review team
- GS9.** Plan the work in proper sequence after the changes have been made in the proto sample
- GS10.** Develop the final proto sample keeping the customer/buyer requirements in mind
- GS11.** Logically justify the changes not being implemented when reviewing the final sample with the client
- GS12.** Identify innovative solutions to expedite evaluation process of design development
- GS13.** Able to provide a direct approach towards solving problems
- GS14.** Assess/evaluate design processes and design inputs in relation to the final product intended
- GS15.** Analyze any error done at your part

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Evaluation of design development processes and relevant documentation of the same</i>	<b>20</b>	<b>40</b>	-	<b>5</b>
<b>PC1.</b> Check proto sample with respect to techpack and/or client's comments about the measurements and other specific details.	5	10	-	1
<b>PC2.</b> Check proto sample for design (woven/print), production requirements, overall look and attributes like wash ability, utility, final costing etc.	5	10	-	1
<b>PC3.</b> Review proto sample in consultation with the client and/or review team	2	5	-	1
<b>PC4.</b> Amend/modify proto sample as per review inputs and get final approval of the proto sample from client	3	10	-	1
<b>PC5.</b> Prepare file of the approved sample containing finalized fabric swatches, trims, accessories, techpack, cost sheet etc.	5	5	-	1
<b>NOS Total</b>	<b>20</b>	<b>40</b>	-	<b>5</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	AMH/N1222
<b>NOS Name</b>	Evaluate the proto sample developed related to specific product class
<b>Sector</b>	Apparel
<b>Sub-Sector</b>	Apparel, Made-Ups & Home Furnishing
<b>Occupation</b>	Designing
<b>NSQF Level</b>	4
<b>Credits</b>	3
<b>Version</b>	3.0
<b>Last Reviewed Date</b>	18/02/2025
<b>Next Review Date</b>	18/02/2028
<b>NSQC Clearance Date</b>	18/02/2025

## Qualification Pack

### AMH/N1223: Maintain health, safety and security in the designing department with Gender and PwD Sensitization

#### Description

This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required to comply with health, safety and security requirements at the workplace and covers procedures to prevent, control and minimize risk to self and others along with inputs on Gender and PwD sensitization.

#### Scope

The scope covers the following :

- Hazards and potential risks associated with the process, guidelines for medical emergencies and evacuation process with Gender & PwD Sensitization.

#### Elements and Performance Criteria

*Hazards and potential risks associated with the process, guidelines for medical emergencies and evacuation process with gender & PwD sensitization*

To be competent, the user/individual on the job must be able to:

- PC1.** Comply with health, safety gender and PwD (People with disability) related instructions applicable to the workplace.
- PC2.** Actively participate in mock drills/evacuation procedures and group discussions related to a safe and secure work place.
- PC3.** Training sensitization programs for gender and PwD awareness organized at the workplace.
- PC4.** Use and maintain materials and equipment as per protocol.
- PC5.** Capable to perform first-aid, firefighting or any other emergency response procedures and follow organization procedures for shutdown and evacuation when required
- PC6.** Monitor the work place and processes for potential risks/ threats to supervisors or other authorized personnel and ensure gender equality and PwD (People with disability) security.

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** The importance of gender equality being followed in the organization and policies for reporting any harassment or inappropriate behavior
- KU2.** How to accommodate employees with disabilities; etiquette to adhere to and proper language and terminology
- KU3.** How to communicate, offer help, respecting space, parking etc. for people with disabilities or special needs.
- KU4.** Promoting a safe, accessible and healthy workplace for disabled employees.
- KU5.** Health and safety related practices applicable at the workplace.

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- KU6.** Potential hazards, risks and threats based on nature of operations, the ways to minimize these and response to these scenarios.
- KU7.** The code of conduct (COC) and Social Accountability standards followed by the organization/ industry.
- KU8.** Layout of the plant and details of emergency exits, escape routes, emergency equipment and assembly points.
- KU9.** Reporting protocol and documentation required.
- KU10.** Occupational health and safety risks and methods, importance of personal protective equipment and method of use.
- KU11.** Identification, handling and storage of hazardous substances.
- KU12.** Proper disposal system for waste and by-products.
- KU13.** Signage related to health and safety and their meaning.
- KU14.** Importance of personal health and hygiene and the ill effects of usage of intoxicants such as alcohol, tobacco and drugs.

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** Create a positive and inclusive workplace atmosphere without any kind of bias/discrimination towards any employee.
- GS2.** Actively take part in any discussion/workshop organized for gender sensitization training
- GS3.** Read and comprehend written instructions related to gender equality and Pwd awareness/issues in the organization
- GS4.** Identify and report any harassment or inappropriate behavior towards any employee
- GS5.** Identify and report any distinction, exclusion, harassment or inappropriate behavior towards any employee
- GS6.** Document and report any health and safety related incidents/ accidents to the authorized personnel.
- GS7.** Read all organizational and equipment related health and safety manuals and documents
- GS8.** Read instructions, guidelines/procedures/rules related to the worksite and machine operations
- GS9.** Keep abreast with the latest developments for innovative safety services and tools by reading brochures, pamphlets, magazines etc
- GS10.** Discuss the latest approach for safety and security with the team
- GS11.** Evaluate and use correct PPE kit and other safety gear while at the workplace
- GS12.** Work with supervisors/ team mates to carry out work related tasks as per schedule
- GS13.** Keep work area free from potential hazards
- GS14.** Ensure and follow organizational procedures pertaining to health and safety are followed
- GS15.** Take appropriate actions during emergencies, accidents or fire at the workplace
- GS16.** Resolve issues pertaining to malfunctions in machineries and report if required
- GS17.** Identify emergency situations; their cause & effect relationship and suggest probable solutions

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- GS18.** Analyze, evaluate and apply the information gathered from observation, experience, reasoning, or communication to act efficiently
- GS19.** Create a positive and inclusive workplace atmosphere without any kind of bias/discrimination towards any employee
- GS20.** Actively take part in any discussion/workshop organized for gender sensitization training
- GS21.** Read and comprehend written instructions related to gender equality issues in the organization



## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Hazards and potential risks associated with the process, guidelines for medical emergencies and evacuation process with gender &amp; PwD sensitization</i>	22	12	-	6
<b>PC1.</b> Comply with health, safety gender and PwD (People with disability) related instructions applicable to the workplace.	4	2	-	1
<b>PC2.</b> Actively participate in mock drills/evacuation procedures and group discussions related to a safe and secure work place.	4	2	-	1
<b>PC3.</b> Training sensitization programs for gender and PwD awareness organized at the workplace.	4	2	-	1
<b>PC4.</b> Use and maintain materials and equipment as per protocol.	3	2	-	1
<b>PC5.</b> Capable to perform first-aid, firefighting or any other emergency response procedures and follow organization procedures for shutdown and evacuation when required	4	2	-	1
<b>PC6.</b> Monitor the work place and processes for potential risks/ threats to supervisors or other authorized personnel and ensure gender equality and PwD (People with disability) security.	3	2	-	1
<b>NOS Total</b>	<b>22</b>	<b>12</b>	<b>-</b>	<b>6</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	AMH/N1223
<b>NOS Name</b>	Maintain health, safety and security in the designing department with Gender and PwD Sensitization
<b>Sector</b>	Apparel
<b>Sub-Sector</b>	Apparel, Made-Ups & Home Furnishing
<b>Occupation</b>	Designing
<b>NSQF Level</b>	4
<b>Credits</b>	1
<b>Version</b>	3.0
<b>Last Reviewed Date</b>	18/02/2025
<b>Next Review Date</b>	18/02/2028
<b>NSQC Clearance Date</b>	18/02/2025

## Qualification Pack

### AMH/N2001: Select fabrics trims and accessories as per specific product category

#### Description

This unit is about quantification and measurement of skills and competencies enabling one to identify and select suitable fabrics, trims and accessories for the product category according to the range of design collection created.

#### Scope

The scope covers the following :

- Selection of fabrics, trims and accessories based on attributes making them suitable for the product class that is to be developed.

#### Elements and Performance Criteria

*Selections of fabrics, trims and accessories based on attributes making them suitable for the product class that is to be developed*

To be competent, the user/individual on the job must be able to:

- PC1..** Identify and select fabric suitability with respect to fiber/yarn type, construction, density, fabric count, texture, color and design
- PC2.** Identify and select fabric, trims and accessories with respect to end usage and applicability like air and heat transmission, moisture transfer, crease resistance, pilling, static electricity, and launder- ability.
- PC3.** Identify and select the trims and accessories with respect to aesthetic appeal and functionality of the product.
- PC4.** Identify and select fabrics, trims and accessories keeping in mind the cost parameters.

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Organizations experience working with various types of fabrics like woven, knits, etc.
- KU2.** The organizations expertise in the select class of fabrics
- KU3.** The availability of machines with respect to the type of fabric being worked upon.
- KU4.** The types of fabrics used in the select product category, their trade names and availability in the market
- KU5.** Fabric characteristics with reference to product category like construction, physical and dimensional properties, launder-ability, etc.
- KU6.** Fabric sew-ability as measured by SIRO FAST.
- KU7.** The embroidery, dyeing or printing process that is to be availed in order to develop the relevant fabric and product

## Qualification Pack

### Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** Document records related to the past experience of the company with the types of fabrics used.
- GS2.** Write official letter, memos, and mails in clear, comprehensible and unequivocal English.
- GS3.** Read and comprehend the requirements in case of a unique fabric to be used and its availability in the market.
- GS4.** Keep abreast with the latest fabrics by reading brochures, magazines websites and conducting market surveys.
- GS5.** Discuss details about selected fabrics with respect to handling, expected wastage/consumption, costing, etc. with the relevant team
- GS6.** Seek information and keep updated with the sourcing department
- GS7.** Speak/ Understand in foreign and local languages(optional)
- GS8.** Take decisions regarding finalizing of the fabrics keeping its availability and cost in mind
- GS9.** Take decisions in-line with the sourcing department to avoid any confusions
- GS10.** Plan and organize the designs and the related fabrics and trims intended to be used or their substitutes in case of scarcity/unavailability of a particular item.
- GS11.** Plan and select the fabric depending upon the budget of the company
- GS12.** Select fabrics that are customer friendly and readily available in market
- GS13.** Understand customer requirements and their priority when developing any embroidery or print patterns on fabrics.
- GS14.** Keep alternative options in case of unavailability of a particular fabric or trim.
- GS15.** Act intelligently and cover up and rectify small, unnoticeable mistakes if occurred in print, color, etc.
- GS16.** Analyze the type of fabric or trims to be used for the design and its popularity in the market.
- GS17.** Analyze and study the relevance of the fabric or trims with the design and product category
- GS18.** Critically evaluate the fabric or trims that have been selected for a particular design in terms of its demand, meeting the forecast, etc.

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### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Selections of fabrics, trims and accessories based on attributes making them suitable for the product class that is to be developed</i>	15	40	-	10
<b>PC1..</b> Identify and select fabric suitability with respect to fiber/yarn type, construction, density, fabric count, texture, color and design	4	11	-	3
<b>PC2.</b> Identify and select fabric, trims and accessories with respect to end usage and applicability like air and heat transmission, moisture transfer, crease resistance, pilling, static electricity, and launder- ability.	4	11	-	2
<b>PC3.</b> Identify and select the trims and accessories with respect to aesthetic appeal and functionality of the product.	4	6	-	2
<b>PC4.</b> Identify and select fabrics, trims and accessories keeping in mind the cost parameters.	3	12	-	3
<b>NOS Total</b>	<b>15</b>	<b>40</b>	<b>-</b>	<b>10</b>

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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	AMH/N2001
<b>NOS Name</b>	Select fabrics trims and accessories as per specific product category
<b>Sector</b>	Apparel
<b>Sub-Sector</b>	Apparel, Made-Ups & Home Furnishing
<b>Occupation</b>	Designing
<b>NSQF Level</b>	4
<b>Credits</b>	1
<b>Version</b>	4.0
<b>Last Reviewed Date</b>	18/02/2025
<b>Next Review Date</b>	18/02/2028
<b>NSQC Clearance Date</b>	18/02/2025

## Qualification Pack

### AMH/N0311: Abide by industry, regulatory, and organizational mandates, while integrating environmentally friendly practices

#### Description

This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required for complying with legal, regulatory organizational requirements.

#### Scope

The scope covers the following :

- Observe organizational norms and follow green procedures at workplace.

#### Elements and Performance Criteria

##### *Abide by industry, regulatory, and organizational mandates, while integrating environmentally friendly practices*

To be competent, the user/individual on the job must be able to:

- PC1.** Execute job duties in alignment with organizational standards, emphasizing green solutions, and adhering to established procedures, policies, legislation, and regulations.
- PC2.** Implement and adhere to organizational policies and procedures, integrating sustainable consumption practices.
- PC3.** Actively participate in enhancing organizational performance and facilitating the transition to environmentally friendly processes.
- PC4.** Safely and appropriately handle materials, equipment, computers, and software to ensure a clean and hazard-free work environment, supporting the adoption of eco-friendly practices.
- PC5.** Perform ongoing maintenance and cleaning tasks within assigned responsibilities and agreed-upon schedules, managing work interruptions efficiently.
- PC6.** Promptly report unsafe equipment and hazardous incidents to relevant personnel.
- PC7.** Utilize cleaning equipment and techniques suitable for the specific tasks at hand.
- PC8.** Request system or software upgrades as needed to optimize work efficiency, and maintain backup files while using various design software.
- PC9.** Maintain soft copies of design work in files for future reference.

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Conscious and sustainable decisions/information for achieving an effective and green workplace.
- KU2.** The importance of safe working practices and code of conduct (COC) and Social Accountability standards followed by the organization/ industry
- KU3.** The production procedures and the specific work activities relate to the whole process.



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- KU4.** The organization's rules, codes, quality standards, reporting procedures and guidelines (including timekeeping)
- KU5.** The work instructions and specifications and interpret them accurately
- KU6.** To make use of the information detailed in specifications and instructions
- KU7.** The importance of taking action when problems are identified
- KU8.** The importance of running maintenance and regular cleaning and Maintenance procedures
- KU9.** Effects of contamination on products i.e., Machine oil, dirt and different ways of minimizing waste.
- KU10.** The common faults with equipment and the method to rectify.

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** Make conscious and sustainable decisions that help reduce, reuse, and recycle the company resources.
- GS2.** Identify and replace processes that create unnecessary waste
- GS3.** Communicate with others in writing (wherever applicable)
- GS4.** Use the accurate terminology
- GS5.** Follow manuals/procedures/and compliance policies
- GS6.** Update actively with modifications through written print and mail communication (digital)
- GS7.** Listen effectively and orally communicate information accurately and Make decisions on a suitable course of action or response.
- GS8.** Communicate proactively on critical issues and Follow rule-based decision-making processes
- GS9.** Identify situation that need escalation on quality issues and seek intervention
- GS10.** Plan and organize your work to achieve targets and deadlines and consult/coordinate for effective delivery.
- GS11.** Apply problem-solving approaches in different situations
- GS12.** Refer anomalies to the particular personnel
- GS13.** Analyze needs, requirements and dependencies in order to meet your work requirements
- GS14.** Seek participation of members from Quality, Production, Audit or any other team for effective solutions
- GS15.** Provide opinions on work in a detailed and constructive way to the concerned personnel

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Abide by industry, regulatory, and organizational mandates, while integrating environmentally friendly practices</i>	20	10	-	10
<b>PC1.</b> Execute job duties in alignment with organizational standards, emphasizing green solutions, and adhering to established procedures, policies, legislation, and regulations.	2	1	-	1
<b>PC2.</b> Implement and adhere to organizational policies and procedures, integrating sustainable consumption practices.	2	1	-	1
<b>PC3.</b> Actively participate in enhancing organizational performance and facilitating the transition to environmentally friendly processes.	2	1	-	1
<b>PC4.</b> Safely and appropriately handle materials, equipment, computers, and software to ensure a clean and hazard-free work environment, supporting the adoption of eco-friendly practices.	3	2	-	2
<b>PC5.</b> Perform ongoing maintenance and cleaning tasks within assigned responsibilities and agreed-upon schedules, managing work interruptions efficiently.	3	1	-	1
<b>PC6.</b> Promptly report unsafe equipment and hazardous incidents to relevant personnel.	2	1	-	1
<b>PC7.</b> Utilize cleaning equipment and techniques suitable for the specific tasks at hand.	2	1	-	1
<b>PC8.</b> Request system or software upgrades as needed to optimize work efficiency, and maintain backup files while using various design software.	2	1	-	1
<b>PC9.</b> Maintain soft copies of design work in files for future reference.	2	1	-	1
<b>NOS Total</b>	<b>20</b>	<b>10</b>	<b>-</b>	<b>10</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	AMH/N0311
<b>NOS Name</b>	Abide by industry, regulatory, and organizational mandates, while integrating environmentally friendly practices
<b>Sector</b>	Apparel
<b>Sub-Sector</b>	Apparel, Made-Ups & Home Furnishing
<b>Occupation</b>	Department Supervision, Ironing, Export Operations, Designing, Boutique Operations, Quality Control, Sewing, Laying, Inventory Management, Hand Embroidery
<b>NSQF Level</b>	4
<b>Credits</b>	1
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	18/02/2025
<b>Next Review Date</b>	18/02/2028
<b>NSQF Clearance Date</b>	18/02/2025

## Qualification Pack

### AMH/N1210: Plan and prepare design collections of garments for a season

#### Description

This unit is about quantification and measurement of skills and competencies enabling one to work satisfactorily in assisting designing team for designing collections for apparel, home and made-up products for the upcoming season based on the forecast and the me inspiration taken by the designer targeting for a season or upcoming fair collection and subsequently getting it finalized to proceed to next stage for developing prototype.

#### Scope

The scope covers the following :

- Carry out research on fashion design trends, analysis and consolidation of trend & forecast, developing design brief and getting it approved

#### Elements and Performance Criteria

*Carry out research on fashion design trends, analysis and consolidation of trend and forecast, developing design brief and getting it approved*

To be competent, the user/individual on the job must be able to:

- PC1.** Conduct market research and surveys for trends and forecast from various sources such as forecasting sites like WGSN, Mudpie other forecast catalogues, etc. for product (apparel, home, made-ups) design.
- PC2.** Select a theme/inspiration based on the research and latest fashion trends.
- PC3.** Develop theme, client, forecast and mood boards and extract the key elements from them which are intended to be put in the product design as per the instructions given.
- PC4.** Identify, develop, collect and maintain the swatches of the fabrics, trims and accessories that are required for design development.
- PC5.** Identify fabric (print, embroidery and dye) and manufacturing techniques and process steps in converting a design to the final product.
- PC6.** Get approval from the appropriate personnel in context of the design collection made, fabrics, trims accessories and manufacturing techniques intended to be used for the final product.

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Organizations capability and expertise in developing select design range for specific product category
- KU2.** The previous designs manufactured in the organization along with the available raw materials, machinery, equipment and skill set of the labor
- KU3.** The organizations regular clients/buyers, their tastes and preferences

## Qualification Pack

- KU4.** The various types of garments, home products and made-up products and the types of product parts.
- KU5.** Fabric, garment, home, made-up product manufacturing processes and technology.
- KU6.** AutoCAD, CorelDraw, Photoshop, etc. for digital design development
- KU7.** Measurement tools and the procedure of taking body measurements, draping and other relevant standard measurements.
- KU8.** Various national and international standard sizing systems,
- KU9.** Pattern making and garment construction tools, equipment and the sequence of carrying out these procedures.
- KU10.** The types of fabrics, accessories, trims and their trade names, embroidery, dyeing and printing techniques
- KU11.** Different industry specific compliance requirements

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** Document records related to customer/buyer requirements, product designs and their requirements as per the fabrics, trims and accessories to be used
- GS2.** Maintain a record of all the designs that have been made and developed for future references
- GS3.** Maintain relevant documentation for inter departmental requirements
- GS4.** Read and comprehend written instructions describing new design details from clients and also from external forums such as websites and blogs
- GS5.** Keep abreast with latest trends by reading brochures, pamphlets, magazines and incorporating them in the design
- GS6.** Seek information from customers/buyers and other sources in order to understand trend and customer requirements
- GS7.** Communicate well with concerned departments and give a detailed description of the requirements
- GS8.** Make appropriate decisions within own area of responsibility while deciding if a particular garment design is repeated or already being out and available in the market
- GS9.** Follow organization rule-based decision making process while creating garment designs
- GS10.** Plan and organize the design collections with respect to customer requirements and the forecast
- GS11.** Plan and organize the fabrics, trims and accessories swatches according to the design created
- GS12.** Plan and organize the collection designed on the basis of practical deadlines
- GS13.** Develop designs which meet customer requirements as well as some elements from the forecast
- GS14.** Maintain friendly relations with customers while conducting market research to extract as much information as possible in with respect to the current trends and preferences
- GS15.** Seek clarification in evaluating the forecast from the concerned supervisors

## Qualification Pack

- GS16.** Maintain inter-departmental relations in order to receive information in context to the repetition of the designs or availability of a particular machine for developing a particular style
- GS17.** Adopt methods and solutions converting a difficult and unique design to more production friendly
- GS18.** Analyze the customer/buyer requirements, trends and forecast before designing the product
- GS19.** Critically evaluate design inputs in relation to product intended
- GS20.** Critically evaluate the design developed with respect to its sales, after sales, likeability, demand, etc. it'll be out in the market

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Carry out research on fashion design trends, analysis and consolidation of trend and forecast, developing design brief and getting it approved</i>	25	80	-	10
<b>PC1.</b> Conduct market research and surveys for trends and forecast from various sources such as forecasting sites like WGSN, Mudpie other forecast catalogues, etc. for product (apparel, home, made-ups) design.	3	5	-	2
<b>PC2.</b> Select a theme/inspiration based on the research and latest fashion trends.	4	20	-	2
<b>PC3.</b> Develop theme, client, forecast and mood boards and extract the key elements from them which are intended to be put in the product design as per the instructions given.	5	25	-	1
<b>PC4.</b> Identify, develop, collect and maintain the swatches of the fabrics, trims and accessories that are required for design development.	5	20	-	2
<b>PC5.</b> Identify fabric (print, embroidery and dye) and manufacturing techniques and process steps in converting a design to the final product.	4	5	-	1
<b>PC6.</b> Get approval from the appropriate personnel in context of the design collection made, fabrics, trims accessories and manufacturing techniques intended to be used for the final product.	4	5	-	2
<b>NOS Total</b>	<b>25</b>	<b>80</b>	<b>-</b>	<b>10</b>



## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	AMH/N1210
<b>NOS Name</b>	Plan and prepare design collections of garments for a season
<b>Sector</b>	Apparel
<b>Sub-Sector</b>	Apparel, Made-Ups & Home Furnishing
<b>Occupation</b>	Designing
<b>NSQF Level</b>	4
<b>Credits</b>	2
<b>Version</b>	3.0
<b>Last Reviewed Date</b>	18/02/2025
<b>Next Review Date</b>	18/02/2028
<b>NSQC Clearance Date</b>	18/02/2025

## Qualification Pack

### DGT/VSQ/N0102: Employability Skills (60 Hours)

#### Description

This unit is about employability skills, Constitutional values, becoming a professional in the 21st Century, digital, financial, and legal literacy, diversity and Inclusion, English and communication skills, customer service, entrepreneurship, and apprenticeship, getting ready for jobs and career development.

#### Scope

The scope covers the following :

- 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

#### Elements and Performance Criteria

##### *Introduction to Employability Skills*

To be competent, the user/individual on the job must be able to:

- PC1.** identify employability skills required for jobs in various industries
- PC2.** identify and explore learning and employability portals

##### *Constitutional values – Citizenship*

To be competent, the user/individual on the job must be able to:

- 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*

To be competent, the user/individual on the job must be able to:

- PC5.** recognize the significance of 21st Century Skills for employment
- PC6.** practice the 21st Century Skills such as Self-Awareness, Behaviour 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*

To be competent, the user/individual on the job must be able to:

## Qualification Pack

- 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*

To be competent, the user/individual on the job must be able to:

- 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*

To be competent, the user/individual on the job must be able to:

- 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*

To be competent, the user/individual on the job must be able to:

- 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*

To be competent, the user/individual on the job must be able to:

- 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*

To be competent, the user/individual on the job must be able to:

- 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*

To be competent, the user/individual on the job must be able to:

- 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*

To be competent, the user/individual on the job must be able to:

- PC26.** identify different types of customers
- PC27.** identify and respond to customer requests and needs in a professional manner.

## Qualification Pack

**PC28.** follow appropriate hygiene and grooming standards

*Getting ready for apprenticeship & Jobs*

To be competent, the user/individual on the job must be able to:

**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

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

**KU1.** need for employability skills and different learning and employability related portals

**KU2.** various constitutional and personal values

**KU3.** different environmentally sustainable practices and their importance

**KU4.** Twenty first (21st) century skills and their importance

**KU5.** how to use English language for effective verbal (face to face and telephonic) and written communication in formal and informal set up

**KU6.** importance of career development and setting long- and short-term goals

**KU7.** about effective communication

**KU8.** POSH Act

**KU9.** Gender sensitivity and inclusivity

**KU10.** different types of financial institutes, products, and services

**KU11.** how to compute income and expenditure

**KU12.** importance of maintaining safety and security in offline and online financial transactions

**KU13.** different legal rights and laws

**KU14.** different types of digital devices and the procedure to operate them safely and securely

**KU15.** how to create and operate an e- mail account and use applications such as word processors, spreadsheets etc.

**KU16.** how to identify business opportunities

**KU17.** types and needs of customers

**KU18.** how to apply for a job and prepare for an interview

**KU19.** apprenticeship scheme and the process of registering on apprenticeship portal

## Generic Skills (GS)

User/individual on the job needs to know how to:

**GS1.** read and write different types of documents/instructions/correspondence

**GS2.** communicate effectively using appropriate language in formal and informal settings

## Qualification Pack

- GS3.** behave politely and appropriately with all
- GS4.** how to work in a virtual mode
- GS5.** perform calculations efficiently
- GS6.** solve problems effectively
- GS7.** pay attention to details
- GS8.** manage time efficiently
- GS9.** maintain hygiene and sanitization to avoid infection

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Introduction to Employability Skills</i>	<b>1</b>	<b>1</b>	-	-
<b>PC1.</b> identify employability skills required for jobs in various industries	-	-	-	-
<b>PC2.</b> identify and explore learning and employability portals	-	-	-	-
<i>Constitutional values – Citizenship</i>	<b>1</b>	<b>1</b>	-	-
<b>PC3.</b> 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.	-	-	-	-
<b>PC4.</b> follow environmentally sustainable practices	-	-	-	-
<i>Becoming a Professional in the 21st Century</i>	<b>2</b>	<b>4</b>	-	-
<b>PC5.</b> recognize the significance of 21st Century Skills for employment	-	-	-	-
<b>PC6.</b> practice the 21st Century Skills such as Self-Awareness, Behaviour 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	-	-	-	-
<i>Basic English Skills</i>	<b>2</b>	<b>3</b>	-	-
<b>PC7.</b> use basic English for everyday conversation in different contexts, in person and over the telephone	-	-	-	-
<b>PC8.</b> read and understand routine information, notes, instructions, mails, letters etc. written in English	-	-	-	-
<b>PC9.</b> write short messages, notes, letters, e-mails etc. in English	-	-	-	-
<i>Career Development &amp; Goal Setting</i>	<b>1</b>	<b>2</b>	-	-

## Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC10.</b> understand the difference between job and career	-	-	-	-
<b>PC11.</b> prepare a career development plan with short- and long-term goals, based on aptitude	-	-	-	-
<i>Communication Skills</i>	<b>2</b>	<b>2</b>	-	-
<b>PC12.</b> follow verbal and non-verbal communication etiquette and active listening techniques in various settings	-	-	-	-
<b>PC13.</b> work collaboratively with others in a team	-	-	-	-
<i>Diversity &amp; Inclusion</i>	<b>1</b>	<b>2</b>	-	-
<b>PC14.</b> communicate and behave appropriately with all genders and PwD	-	-	-	-
<b>PC15.</b> escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-
<i>Financial and Legal Literacy</i>	<b>2</b>	<b>3</b>	-	-
<b>PC16.</b> select financial institutions, products and services as per requirement	-	-	-	-
<b>PC17.</b> carry out offline and online financial transactions, safely and securely	-	-	-	-
<b>PC18.</b> identify common components of salary and compute income, expenses, taxes, investments etc	-	-	-	-
<b>PC19.</b> identify relevant rights and laws and use legal aids to fight against legal exploitation	-	-	-	-
<i>Essential Digital Skills</i>	<b>3</b>	<b>4</b>	-	-
<b>PC20.</b> operate digital devices and carry out basic internet operations securely and safely	-	-	-	-
<b>PC21.</b> use e- mail and social media platforms and virtual collaboration tools to work effectively	-	-	-	-
<b>PC22.</b> use basic features of word processor, spreadsheets, and presentations	-	-	-	-



## Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Entrepreneurship</i>	<b>2</b>	<b>3</b>	-	-
<b>PC23.</b> identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	-	-	-	-
<b>PC24.</b> develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	-	-	-	-
<b>PC25.</b> identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity	-	-	-	-
<i>Customer Service</i>	<b>1</b>	<b>2</b>	-	-
<b>PC26.</b> identify different types of customers	-	-	-	-
<b>PC27.</b> identify and respond to customer requests and needs in a professional manner.	-	-	-	-
<b>PC28.</b> follow appropriate hygiene and grooming standards	-	-	-	-
<i>Getting ready for apprenticeship &amp; Jobs</i>	<b>2</b>	<b>3</b>	-	-
<b>PC29.</b> create a professional Curriculum vitae (Résumé)	-	-	-	-
<b>PC30.</b> search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	-	-	-	-
<b>PC31.</b> apply to identified job openings using offline /online methods as per requirement	-	-	-	-
<b>PC32.</b> answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
<b>PC33.</b> identify apprenticeship opportunities and register for it as per guidelines and requirements	-	-	-	-
<b>NOS Total</b>	<b>20</b>	<b>30</b>	-	-

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	DGT/VSQ/N0102
<b>NOS Name</b>	Employability Skills (60 Hours)
<b>Sector</b>	Cross Sectoral
<b>Sub-Sector</b>	Professional Skills
<b>Occupation</b>	Employability
<b>NSQF Level</b>	4
<b>Credits</b>	2
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	18/02/2025
<b>Next Review Date</b>	18/02/2028
<b>NSQC Clearance Date</b>	18/02/2025

## Assessment Guidelines and Assessment Weightage

### Assessment Guidelines

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 center (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 center based on this 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.

## Qualification Pack

**Minimum Aggregate Passing % at QP Level : 50**

(Please note: Every Trainee should score a minimum aggregate passing percentage as specified above, to successfully clear the Qualification Pack assessment.)

## Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
AMH/N1211.Develop proto and fit samples	15	90	0	10	115	24
AMH/N1222.Evaluate the proto sample developed related to specific product class	20	40	0	5	65	13
AMH/N1223.Maintain health, safety and security in the designing department with Gender and PwD Sensitization	22	12	0	6	40	8
AMH/N2001.Select fabrics trims and accessories as per specific product category	15	40	0	10	65	13
AMH/N0311.Abide by industry, regulatory, and organizational mandates, while integrating environmentally friendly practices	20	10	-	10	40	8
AMH/N1210.Plan and prepare design collections of garments for a season	25	80	0	10	115	24
DGT/VSQ/N0102.Employability Skills (60 Hours)	20	30	-	-	50	10
<b>Total</b>	<b>137</b>	<b>302</b>	<b>-</b>	<b>51</b>	<b>490</b>	<b>100</b>

## Qualification Pack

### Acronyms

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

## Qualification Pack

### Glossary

<b>Sector</b>	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.
<b>Sub-sector</b>	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
<b>Occupation</b>	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
<b>Job role</b>	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
<b>Occupational Standards (OS)</b>	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.
<b>Performance Criteria (PC)</b>	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
<b>National Occupational Standards (NOS)</b>	NOS are occupational standards which apply uniquely in the Indian context.
<b>Qualifications Pack (QP)</b>	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.
<b>Unit Code</b>	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
<b>Unit Title</b>	Unit title gives a clear overall statement about what the incumbent should be able to do.
<b>Description</b>	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.
<b>Scope</b>	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.

## Qualification Pack

<b>Knowledge and Understanding (KU)</b>	Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.
<b>Organisational Context</b>	Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
<b>Technical Knowledge</b>	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
<b>Core Skills/ Generic Skills (GS)</b>	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 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.
<b>Electives</b>	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.
<b>Options</b>	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.