QUALIFICATION FILE

Hand Embroiderer (Addawala)

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

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

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

NCrF/NSQF Level: 2

Submitted By:

Apparel, Made-ups & Home Furnishing Sector Skill Council

3rd floor, Flat No. A-312 To A-323, Somdatt Chamber-I,

Bhikaji Cama Place,

Africa Avenue,

New Delhi - 110066

Mr. Amit Singh and Ms. Priya Mathur

jdqs@sscamh.com, jdqs1@sscamh.com

Table of Contents

Section 1: Basic Details 3
Section 2: Module Summary 5
NOS/s of Qualifications 5
Mandatory NOS/s: 5
Assessment - Minimum Qualifying Percentage 6
Section 3: Training Related 6
Section 4: Assessment Related 6
Section 5: Evidence of the need for the Qualification 7
Section 6: Annexure & Supporting Documents Check List 8
Annexure: Evidence of Level 9
Annexure: Tools and Equipment (Lab Set-Up) 11
Annexure: Industry Validations Summary 16
Annexure: Training & Employment Details 17
Annexure: Detailed Assessment Criteria 19
Annexure: Assessment Strategy 23
Annexure: Acronym and Glossary 24

Section 1: Basic Details

<table>
<tr><td>1.</td><td>Qualification Name</td><td colspan="2">Hand Embroiderer (Addawala)</td></tr>
<tr><td>2.</td><td>Sector/s</td><td colspan="2">Apparel</td></tr>
<tr><td>3.</td><td>Type of Qualification: ☐ Revised</td><td>NQR Code & version of existing/previous qualification: 2022/APR/AMHSSC/06557</td><td>Qualification Name of existing/previous version: Hand Embroiderer (Addawala)</td></tr>
<tr><td>4.</td><td>a. OEM Name
b. Qualification Name
(Wherever applicable)</td><td colspan="2">NA</td></tr>
<tr><td>5.</td><td>National Qualification Register (NQR) Code &Version
(Will be issued after NSQC approval)</td><td>QG-02-AP-01865-2024-V1.1-AMHSSC , Version 4.0</td><td>6. NCrF/NSQF Level: 2</td></tr>
<tr><td>7.</td><td>Award (Certificate/Diploma/Advance Diploma/ Any Other (Wherever applicable specify multiple entry/exits also & provide details in annexure)</td><td colspan="2">Certificate</td></tr>
<tr><td>8.</td><td>Brief Description of the Qualification</td><td colspan="2">A Hand Embroiderer and/or an Addawala embroider decorative designs as per the tracings or customer requirements on fabric & other materials by hand, using needle & thread. The hand embroiderer uses a variety of sewing techniques to create different kinds of embroidery stitches & effects such as Cross stitch, French knot stitch, Bullion knot stitch, Shade work, Applique work, English Smocking etc. The job requires the hand embroiderer to have the skills to stitch a variety of stitches with precision and accuracy to obtain the desired look.</td></tr>
<tr><td>9.</td><td>Eligibility Criteria for Entry for Student/Trainee/Learner/Employee</td><td colspan="2">a. Entry Qualification & Relevant Experience:
b.
<table>
<tr><th>S. No.</th><th>Academic/Skill Qualification (with Specialization - if applicable)</th><th>Required Experience (with Specialization - if applicable)</th></tr>
<tr><td>1</td><td>Ability to read and write</td><td>No Experience required</td></tr>
</table>
c. Age: 18 years</td></tr>
<tr><td>10.</td><td>Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))</td><td>9</td><td>11. Common Cost Norm Category (I/II/III) (wherever applicable): Category I</td></tr>
<tr><td>12.</td><td>Any Licensing requirements for Undertaking Training on This Qualification (wherever applicable)</td><td colspan="2">NA</td></tr>
</table>

<table>
<tr><td>13.</td><td>Training Duration by Modes of Training Delivery (Specify Total Duration as per selected training delivery modes and as per requirement of the qualification)</td><td colspan="2">☒Offline ☐Online ☐Blended

<table>
<tr><th>Training Delivery Modes</th><th>Theory (Hours)</th><th>Practical (Hours)</th><th>OJT Mandatory (Hours)</th><th>OJT Recommended (Hours)</th><th>Total (Hours)</th></tr>
<tr><td>Classroom (offline)</td><td>90</td><td>180</td><td>0</td><td>0</td><td>270</td></tr>
<tr><td>Online</td><td></td><td></td><td></td><td></td><td></td></tr>
</table>
(Refer Blended Learning Annexure for details)</td></tr>
<tr><td>14.</td><td>Aligned to NCO/ISCO Code/s (if no code is available mention the same)</td><td colspan="2">NCO/2015-7533.0201</td></tr>
<tr><td>15.</td><td>Progression path after attaining the qualification (Please show Professional and Academic progression)</td><td colspan="2">Vertical - Embroidery Machine Operator (Zigzag Machine)</td></tr>
<tr><td>16.</td><td>Other Indian languages in which the Qualification & Model Curriculum are being submitted</td><td colspan="2">Hindi</td></tr>
<tr><td>17.</td><td>Is similar Qualification(s) available on NQR-if yes, justification for this qualification</td><td colspan="2">☐ Yes ☒ No URLs of similar Qualifications:</td></tr>
<tr><td>18.</td><td>Is the Job Role Amenable to Persons with Disability</td><td colspan="2">☒ Yes ☐ No
If “Yes”, specify applicable type of Disability: Hearing Impairment (Hard of Hearing)</td></tr>
<tr><td>19.</td><td>How Participation of Women will be Encouraged</td><td colspan="2">Skilled women workforce will find jobs with organised apparel exporters, manufacturers.</td></tr>
<tr><td>20.</td><td>Are Greening/ Environment Sustainability Aspects Covered (Specify the NOS/Module which covers it)</td><td colspan="2">☒ Yes ☐ No</td></tr>
<tr><td>21.</td><td>Is Qualification Suitable to be Offered in Schools/Colleges</td><td colspan="2">Schools ☒ Yes ☐ No Colleges ☒ Yes ☐ No</td></tr>
<tr><td>22.</td><td>Name and Contact Details of Submitting / Awarding Body SPOC
(In case of CS or MS, provide details of both Lead AB & Supporting ABs)</td><td colspan="2">Name: Amit Singh, Priya Mathur
Email: jdqs@sscamh.com, jdqs1@sscamh.com Contact No.: 09599929121, 8810692673
Website: www.sscamh.com</td></tr>
<tr><td>23.</td><td>Final Approval Date by NSQC: 01/11/2023</td><td>24. Validity Duration: 36 Months</td><td>25. Next Review Date: 31/03/2027</td></tr>
</table>

Section 2: Module Summary

NOS/s of Qualifications

(In exceptional cases these could be described as components)

Mandatory NOS/s:

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

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

S. No	NOS/Module Name	NOS/Module Code & Version *(if applicable)*	Core/ Non-Core	NCrF /NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) *(if applicable)*
1	Introduction (Bridge Module)		Bridge/Core	2	2	3	0	0	0	3	0	0	0	0	0	0
2	Plan, Organize and carry out the process of hand embroidery (addawala).	AMH/N1010	Core	2		15	42	0	0	57	15	65	0	10	90	19%
3	Embroider decorative designs using a combination of stitches & work styles as per customer requirements	AMH/N1011	Core	2	2	12	48	0	0	60	15	95	0	10	120	25%
4	Contribute to achieve quality in embroidery work	AMH/N1003	Core	2	1	12	18	0	0	30	10	40	0	15	65	14%
5	Comply with industry, regulatory and organizational requirements and Greening of Job roles	AMH/N0104	Non-Core	2	1	12	18	0	0	30	20	10	0	10	40	8%
6	Maintain health, safety and secure work place with Gender and PwD Sensitization	AMH/N0103	Non-Core	2	1	12	18	0	0	30	22	12	0	6	40	8%
7	Maintain work area, tools and machines and Greening of Job Roles	AMH/N0102	Non-Core	2	1	12	18	0	0	30	14	49	0	7	70	15%
8	Employability Skills	DGT/VSQ/N0101	Non-Core	2	1	12	18	0	0	30	20	30	0	0	50	11%
Duration (in Hours) / Total Marks					9	90	180	0	0	270	116	301	0	58	475	100%

Assessment - Minimum Qualifying Percentage

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

Minimum Pass Percentage – Aggregate at qualification level: 50 % *(Every Trainee should score specified minimum aggregate passing percentage at qualification level to successfully clear the assessment.)*

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

Section 3: Training Related

1.	**Trainer's Qualification and experience in the relevant sector (in years)** *(as per NCVET guidelines)*	High School with 6 Year relevant industry experience in Embroidery OR Senior Secondary with 5 Year of relevant industry experience in Embroidery OR Diploma with 4 Year of relevant industry experience in Embroidery OR Graduation with 3 Year of relevant industry experience in Embroidery OR Post graduate diploma with 2 Year of relevant industry experience in Embroidery OR Post Graduate with 1 Year of relevant industry experience in Embroidery
2.	**Master Trainer's Qualification and experience in the relevant sector (in years)** *(as per NCVET guidelines)*	Diploma with 4 Year of relevant industry experience in Embroidery OR Graduation with 3 Year of relevant industry experience in Embroidery OR Post graduate diploma with 2 Year of relevant industry experience in Embroidery OR Post Graduate with 1 Year of relevant industry experience in Embroidery
3.	**Tools and Equipment Required for Training**	☒Yes ☐No (*If "Yes", details to be provided in Annexure) Refer Annexure*
4.	**In Case of Revised Qualification, Details of Any Upskilling Required for Trainer**	NA

Section 4: Assessment Related

1.	**Assessor's Qualification and experience in relevant**	ITI with 4 Year of relevant industry experience in Embroidery

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

Section 5: Evidence of the need for the Qualification

Provide Annexure/Supporting documents name.

1.	**Latest Skill Gap Study (not older than 2 years) (Yes/No):** Yes
2.	**Latest Market Research Reports or any other source (not older than 2 years) (Yes/No):** Yes
3.	**Government /Industry initiatives/ requirement (Yes/No):** Yes
4.	**Number of Industry validation provided:** 30
5.	**Estimated nos. of persons to be trained and employed: 42300**
6.	**Evidence of Concurrence/Consultation with Line Ministry/State Departments:** *Ministry Of Textiles is Line Ministry of AMHSSC.* If "No", why: NA

Section 6: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

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

Annexure: Evidence of Level

NCrF/NSQF Level Descriptors	Key requirements of the job role/ outcome of the qualification	How the job role/ outcomes relate to the NCrF/NSQF level descriptor	NCrF/NSQF Level
Professional Theoretical Knowledge/Process	• A hand embroiderer follows a set of sewing or embroidery techniques in order to develop the given pattern. • A hand embroiderer has proficiency in a wide range of embroidery stitches, such as satin stitch, chain stitch, French knots, stem stitch, and more. • Skill in using embroidery hoops and frames to keep the fabric taut and maintain even tension while embroidering. • Ability to thread needles efficiently and consistently. • Skill in knotless thread anchoring and techniques to conceal thread ends within the fabric. • Ability to develop and adapt embroidery designs, incorporating personal creativity and innovation.	**Basic working/ operational knowledge in the area of work with understanding of basic materials, tools, applications in a limited context.** • The role of a hand embroiderer includes the process of creating embroidery patterns and designs by hand on fabric and other materials using a variety of trims, threads and other tools depending on the design and type of embroidery. • Hand embroiderers also have the knowledge of flat stitches, loop stitches and knotted stitches, using which the various embroidery styles • The hand embroiderer has to think of ways to achieve quality in his work and at the same time maintain productivity rate so as to earn maximum through his work.	2
Professional and Technical Skills/ Expertise/ Professional Knowledge	• Understanding of various fabric types and their suitability for different embroidery techniques. • Knowledge of fabric properties, such as thread count and grain, and their impact on embroidery. • Knowledge of when and how to use each stitch for different design elements. • Familiarity with different types of embroidery threads, including stranded cotton, silk, and metallic threads. • Ability to choose the appropriate thread for a particular project. • Knowledge of different needle types and their applications in embroidery, including crewel, chenille, and embroidery needles.	**Performs structured tasks in a limited range of functional roles. Uses known solutions to familiar problems.** • Knowledge of proper care and cleaning of embroidery tools and finished pieces. • Skill in assessing the quality of embroidery work and making any necessary adjustments. • Essential qualities for creating precise and intricate embroidery work. • He should be aware of various embroidery techniques and the styles associated with the	2

	• Proficiency in creating secure knots for starting and finishing threads. • Knowledge of fastening techniques like tacking and backstitching to secure loose ends.	same. • He should have the knowledge of trims, and design techniques such as cross stitch, tapestry work, shadow work, mirror work and English smocking. • The knowledge and understanding of safety aspects while working with embroidery tools is also essential for a hand embroiderer.	
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	• He can communicate orally in local language with colleagues and provide relevant information to others. • He can plan and manage work routine based on company procedure. • He responds to emergencies, accidents or fire at the workplace appropriately and evacuates the premises in case of such incident. • He takes care of his physical fitness, personal hygiene and good habits and understands its importance in relation to his profession as well.	**Receive and transmit written and oral messages/ communication clearly. Have broader but basic Employability Skills including basic self-employment/ entrepreneurial Mind-set for mini businesses** • Hand embroiderer is able to read and write in local language. • He can read a design specifications sheet, has basic mathematical skills. • He can read and understand art work details for the type of embroidery to be done while maintaining the quality. • He asks for clarification and advice from others when required.	2
Broad Learning Outcomes/Core Skill	• He analyses designs given for embroidery and works on the same. Sometimes these designs are drawn out on the material beforehand. • The hand embroiderer has to think of ways to achieve quality in his work and at the same time maintain productivity rate so as to earn maximum through his work. • He needs to apply very good attention to detail in	**The candidate may carry out a job requiring limited range of routine and predictable activities. Understands basic safety and quality norms.** • He follows rule- based decision- making processes. • He plans and organizes his own work to achieve targets and deadlines.	2

	the embroidery work and check that his work is complete and free from errors. • He is able to Identify various hand embroidery techniques, modifies the older ones and also tools required and can set up an efficient work area. • He can identify faults, the causes and its rectification. • He is able to identify various hand embroidery techniques, modifies the older ones and also tools required and can set up evolve.	• He refers anomalies to the supervisor and seeks clarification on problems from others. • Familiarity with various embroidery tools, such as embroidery scissors, thimbles, and fabric markers. • He should have knowledge of various defects that can occur in the stitching and able to rectify them. • He should have the knowledge of fabrics, threads needles and other trims used. • He should also be aware of the technical terms associated with the garment	
Responsibility	• Hand Embroidery (Addawala) is only responsible for doing the embroidery on fabric or given material as per the specifications and is not involved in the complete manufacturing of garment, bed covers, scarves, stoles, as such. The embroiderer has a fixed routine or schedule to carry out the embroidery work which is mostly based on the buyer's order.	**Works mostly under instruction and supervision.** **• Limited responsibility for delivery and quality of work.** His responsibility is to maintain the embroidery design and aesthetics using his tools and ensure quality output. He is responsible only for his own work associated with hand embroidery.	2

Annexure: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment

Batch Size: 30

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size 30
1	Embroidery Thread Various Materials. Count And Ply (assortment)	various types and assortment, qnt may vary	30
2	Novelty, Fancy Yarns, Metallic yarns(assortment)	various types and assortment, qnt may vary	20

3	Fabric yardage for emb.(bulk fabric, qnt may vary)	bulk and qnt and variety may vary	100
4	Surface Embellishments and stickers tickets (assortment, as per req)	eg: beads, sequins ,various types and assortment, qnt may vary	10
5	Masking Tape		10
6	Needles for embroidery (various sizes)	various gauges, qnt may vary	10
7	Thimbles		30
8	Design templates(qnt may change)		1
9	Scales		3
10	Measuring Tape		15
11	Punch Needles	qnt may vary	5
12	Scissors Fabric Cutting And Paper Cutting	3 fabric cutting and 2 paper cutting	5
13	Frame for embroidery	various sizes	30
14	Tracing Paper	can have tracing roll also	2
15	Carbon Paper	carbon paper qnt may vary	2
16	Kerosene		2
17	Cotton Swabs/Dabber/roll(qnt may vary)	Cotton Swabs/Dabber/roll(qnt may vary)	1
18	Hand Held Thread Trimmer		30
19	Seam Ripper		30
20	Dexterity Test Kit		1
21	Fire Extinguisher		1

22	Glue		1
23	Bent Neck needle/aari /adda emb needle	optional , required if adda embroidery is taught ,qnt may vary	5
24	Basic Stationary	notebook, pen, pencil, rubber etc.	30
25	Pick Glass		3
26	Students Manual		30
27	First Aid Box		1
28	Tracing Wheel		5
29	Tailor's Chalk		1
30	Pins & Safety Pins & Dress Maker's Pins		1
31	Pin Cushion		1
32	Backing Paper/fusing	qnt may vary, can get in mtrs also	2
33	Hand Embroidery Motives Book		1
34	Student's Chair With Table Arm	for classroom	30
35	Teacher's Table		1
36	Teacher's Chair		1
37	White/Black Board		1
38	White Board Marker/Chalk		1
39	Board Eraser		1
40	Cupboard		1

41	Dress Form(size medium, male or female)		1
42	Hanger		5
43	Dustbin		1
44	Carpet (depends on covered floor area)	required if stools and big table not used in lab	1
45	* If carpet not there then stools and big table(qnt may vary depending on their size)	If carpet not there then stools and big table(qnt may vary depending on their size)	15
46	Ink or tracing material		2
47	Adda For Embroidery with aari needles	It is optional	1
48	Samples , Garments, Made Ups And Home Furnishing and embroidery swatches		1
49	Iron and Iron Table		1
50	Projector /LCD		1
51	Adda For Embroidery		5
52	Adda emb needle/ aari emb needle(qnt may vary)	qnt may vary	5
53	Embroidery Thread Various Material. Count And Ply (assortment)	embroidery thread ,assortment, qnt may vary	30
54	Novelty, Fancy Yarns, Metallic yarns (assortment)	assortment, qnt may vary	20
55	Fabric yardage	bulk and qnt and variety may vary	100
56	Surface Embellishments and sticker tickets(assortment,)	assortment, qnt may vary	10
57	Embroidery Needles(various sizes)	various gauges and qnt may vary	10
58	Design templates		1
59	Punch Needles		1

60	Frame for embroidery	various sizes	15
61	Tracing Paper	Tracing roll can also be used, qnt may vary	2
62	Carbon Paper	Carbon paper qnt may vary	2
63	Kerosene		2
64	Cotton Swabs/Dabber/roll		1
65	Glue		1
66	Basic Stationary	pen, pencil, notebook, rubber, etc.	30
67	Students Manual/notes		30
68	Pins & Safety Pins & Dress Maker's Pins	qnt may vary	1
69	Pin Cushion		1
70	Backing Paper/fusing	qnt may vary	2
71	Board Eraser		1
72	Cupboard		1
73	Hanger		5
74	Carpet for embroidery as per floor area	for adda and students	1

Classroom Aids

The aids required to conduct sessions in the classroom are:

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

7. LCD Projector As required
8. White Board 1200mm x 900mm As required

Annexure: Industry Validations Summary

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

S.No	Organization	Name of Representative	Designation	State	Email Id	Contact number
1	Raymond	Chinappa Reddy	Senior Manager- Product Development	Maharashtra	chinappareddy@raymond.in	9833024241
2	Shahi Exports	Anjani Kumar Mishra	Manager Trainings and Development	Haryana	anjani.mishra@shahi.co.in	7739404959
3	LUX Industries	Buvana M	HR Manager	Tamilnadu	info@luxinnerwear.com	+913340402121
4	RBR Garment private limited	P Kartikeyan	Manager HR and Admin	Tamilnadu	reach@rbrindia.com	9626244447
5	Fashionknits	Nushrath R.	HR Manager	Tamilnadu	nusrathr@fashionknits.net	0421-4337473
6	AR Enterprises	Rajiv Kumar	Director	Punjab	NA	9872985505
7	Ammaiyappar Tex	A Bala.	HR-Admin	Tamilnadu	vhktex@yahoo.co.in	08056262651
8	Vardhman Nishimbo	Richika Rana	HR Manager	Punjab	dlsharma@vardhman.com	081466 25707
9	Aathava Garments pvt ltd.	Ganesh Kumar J	Manager	Tamilnadu	info@aathavagarments.com	0422-2565716
10	CMV Global Clothings	A Vallargu	Sr. HR Manager	Tamilnadu	info@cmvglobalclothings.com	08098201090
11	Cotton Blossom	Sashi Kumar K	HR Manager	Tamilnadu	info@cotonblossom.org	0421 4349 100
12	Trident	Nasreen Ahmed	Head Product Development	Punjab	nasreenshmed@tridentindia.com	9878999237
13	SHRI HARI PROCESS	Shanmugam Ramasamy	Admin Manager	Tamilnadu	infra@cibiintl.com	04294225426
14	SRI ARUL TEX	SELLAPPA GOUNDER	Director	Tamilnadu	srinu_ca2002@yahoo.co.in	098425 99455

15	DHANA TEXTILES	MUTHUSAMY DHANABALAN	Director	Tamilnadu	madhavan707@gmail.com	8048372427
16	JEGA GARMENTS	Murugan Cibi	Admin	Tamilnadu	murugan.cibi@gmail.com	9688277455
17	Rubrics Exports	Ganpathi R	HR Manager	Tamilnadu	rubricexports@hotmail.com	8048372003
18	Bayport	Amit Sharma	Category Head	Ahmedabad	amitsharma@bayport.com	9582038033
19	BEST Corporation	S Seshathri	President	Tamilnadu	best@bestcorp.in	421398 0000
20	Little BABA Oswal	Keshav Singh	Manager	Punjab	NA	08872994443
21	RUSTA	Amitoj Bal	Sourcing Manager	Delhi	Amitoj.bal@rusta.com	9873000263
22	Orient Fashion	Gagan	HR Manager	Delhi	gagan@ocfit.in	9991840624
23	Sahu Exports	D Kumar	Manager	Delhi	dkumar@sahuexports.com	8048372919
24	Toram Creations	Karthik R	Key Accounts Manager	Tamilnadu	we@toram.in	98946 64599
25	SK COTTON	Vaibhav Vaishnav	Managing Director	Maharashtra	skumarcot@gmail.com	8788053726
26	SNQS International Pvt Ltd.	N Balamurgan	General Manager	Tamilnadu	logu@snqsintl.com	0421-4390000
27	CTA Apparels	Sridhar	HR Manager	Delhi	sridhar@ctaapparels.com	0120 478 5330
28	KGI CLOTHING	Mr Murugan	HR Manager	Andhra pradesh	info@kgiclothing.in	09176660000
29	MSR Garments	K Suresh	HR Manager	Andhra Pradesh	suresh@msrgarments.com	089390 44650
30	Network Clothing	Suresh H	HR Head	Tamilnadu	network@md2.vsnl.net.in	0421 226 2022

Annexure: Training & Employment Details

Training and Employment Projections:

Year	Total Candidates		Women		People with Disability	
	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities
2023	13500	8720	12070	7850	NA	NA
2024	14100	9160	12675	8240	NA	NA
2025	14700	9610	13310	8650	NA	NA

Data to be provided year-wise for next 3 years

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

Qualification Version	Year	Total Candidates				Women				People with Disability			
		Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed
Version 2.0	2022	12775	12456	12144	8300	11500	11210	10930	7470	NA	NA	NA	NA
Version 1.0	2021	12170	11863	11566	7900	10950	10676	10409	7120	NA	NA	NA	NA
Version 1.0	2020	11560	11269	10988	7500	10400	10142	9889	6760	NA	NA	NA	NA

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

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

1. PMKVY
2. DDUGKY
3. NULM

Content availability for previous versions of qualifications:

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

Languages in which Content is available:

Hindi

Annexure: Detailed Assessment Criteria

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

AMH/N1010: Plan, Organize and Carry out the process of hand embroidery (Addawala)					
PC	**Assessment Criteria for Outcomes**	**Theory Marks**	**Practical Marks**	**Project Marks**	**Viva Marks**
PC1	Analyse & interpret the design and the type of embroidery to be done	1	3	-	1
PC2.	Check the materials required (such as frame, base fabric, needles, threads and/or any other accessories required as per design detail) and tracing (khaka) for clarity of the markings (tracing lines) with the given specifications	1	3	-	1
PC3.	Trace the design on fabric/material to be embroidered if required	1	3	-	1
PC4.	Select appropriate needle & thread for the type of embroidery to be done, according to the texture, fibre of the material and the final desired look	1	2	-	1
PC5	Carry out different types of loop stitches for creating embroidery patterns/ designs such as: 1. chain stitch 2. Button hole stitch 3. Blanket stitch 4. fishbone stitch 5. Feather stitch 6. Fly stitch	2	15		1
PC6	Carry out different types of knotted stitches such as French knot, double knot and bullion knot stitch	2	15		1
PC7	Carry out other stitches such as running stitch, back stitch, stem stitch, satin stitch, kashmiri stitch, couching, herringbone, cross stitch etc.	2	15		
PC8	Check with in charge or authorized personnel when unsure of new product details	1	2	-	1
PC9.	Carry out operations at a rate which maintains workflow	2	2	-	1
PC10	Respond appropriately if the embroidery do not meet product/design specification & take corrective action.	2	5	-	1
	NOS Total	**15**	**65**	**0**	**10**
AMH/N1011: Embroider decorative designs using a combination of stitches & work styles as per customer requirements					
PC	**Assessment Criteria for Outcomes**	**Theory Marks**	**Practical Marks**	**Project Marks**	**Viva Marks**
PC1	Select thread and needle according to the texture, fibre of material and the embroidery to be done.	1	3	-	
PC2	Follow the instructions & design specifications given for the embroidery to be done and ask questions to obtain more information in case the instructions given are unclear	2	3	-	1
PC3	If required, trace the embroidery design accurately & neatly on the fabric	1	8	-	1
PC4	Select the correct component parts/fabric/material for embroidery and use the correct tools and materials	1	8	-	1
PC5	Check that the materials to be used is free from faults and ensure the materials matches the specification of embroidery artwork, design sample of the embroidered product	1	3	-	1

PC6	Report faults in the materials or any damaged work to the authorized personnel	1	2	-	1
PC7	Make satin, chain, button hole, long & short, shade work, satin & French knot stitches & different types of edges (hem stitch, scallops, lace & rolled hem)	2	30	-	1
PC8	Use & combine different hand embroidery techniques to create decorative designs such as: cross stitch, tapestry stitch, shadow work, mirror work, English smocking, cut work, sindhi work, applique work	2	30	-	1
PC9.	Inspect embroidered products against specifications and ensure the embroidered design conforms to the artwork specifications	2	3	-	1
PC.10	Perform all embroidery operations with precision & accuracy to conform to company quality standards	2	5	-	1
	NOS Total	**15**	**95**	**0**	**10**
AMH/N1003: Contribute to achieve quality in embroidery work					
PC	**Assessment Criteria for Outcomes**	**Theory Marks**	**Practical Marks**	**Project Marks**	**Viva Marks**
	Contribute to achieving the product quality in embroidery work	**10**	**40**	**-**	**15**
PC1	Identify and use materials required based on the specifications	1	4	-	2
PC2.	Take necessary action when materials do not conform to quality standards and report and replace faulty materials and/or component parts to the authorized personnel	1	4	-	1
PC3.	Identify faults and take appropriate action for modifiable defects and rework on them	1	8	-	2
PC4	Carry out work safely at a rate which maintains work flow, productivity and quality; and report any deviations to the authorized personnel	1	3	-	2
PC5	Carry out quality checks at specified intervals according to instructions to test, sort, track feed and examine work in progress	2	6	-	2
PC6	Apply the allowed tolerances and make prompt adjustments to ensure the embroidery work matches the specification	1	5	-	2
PC7	Check the materials and components (both raw and finished) for any crease, stain or other damage/fault	2	5	-	2
PC8	Complete and maintain relevant documentation	1	5	-	2
	NOS Total	**10**	**40**	**-**	**15**
AMH/N0104: Comply with industry, regulatory and organizational requirements & greening of job roles					
PC	**Assessment Criteria for Outcomes**	**Theory Marks**	**Practical Marks**	**Project Marks**	**Viva Marks**
	Comply with industry, and organizational requirements and Greening of Job Roles	**20**	**10**	**-**	**10**

PC1	Carry out work functions in accordance with organizational standards, greening solutions, procedures, policies, legislation and regulations.	2	1	-	1
PC2	Apply and follow these policies and procedures within your work practices and inculcate sustainable consumption practices	2	1	-	1
PC3	Actively get involved in improving the performance of the organization in line with their own role and responsibilities and support adaptation to more environmentally friendly processes.	2	1	-	1
PC4	Handle materials, equipment, computer and software safely and correctly to maintain a clean and hazard free working area and support adaptation to more environmentally friendly processes	3	2	-	2
PC5	Carry out running maintenance and/or cleaning within one's responsibility and agreed schedules and Deal with work interruptions effectively.	3	1	-	1
PC6	Report unsafe equipment and other dangerous occurrences to concerned personnel	2	1	-	1
PC7	Use cleaning equipment and methods appropriate for the work to be carried out	2	1	-	1
PC8	Request for upgrading of system or software when required for effective working and maintain a backup file when working on various design software	2	1	-	1
PC9	All soft copies of design work to be maintained in files as well for future reference	2	1	-	1
	NOS Total	**20**	**10**	**-**	10
AMH/N0103: Maintain health, safety and secure work place with Gender and PwD Sensitization					
PC	**Assessment Criteria for Outcomes**	**Theory Marks**	**Practical Marks**	**Project Marks**	**Viva Marks**
	Comply with health, safety and security requirements at work with Gender & PwD Sensitization	**22**	**12**	**-**	**6**
PC1	Comply with health, safety gender and PwD (People with disability) related instructions applicable to the workplace.	4	2	-	1
PC2	Actively participate in mock drills/evacuation procedures and group discussions related to a safe and secure work place.	4	2	-	1
PC3	Training sensitization programs for gender and PwD awareness organized at the workplace.	4	2	-	1
PC4	Use and maintain materials and equipment as per protocol.	3	2	-	1
	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
PC5	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
	NOS Total	**22**	**12**	**-**	**6**
AMH/N0102: Maintain work area, tools and machines and Greening of Job Roles					

PC	Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
	Maintain the work area, tools and machines	**14**	**49**	**-**	**7**
PC1	Handle materials, machinery, equipment and tools safely and correctly to maintain a clean and hazard free working area	3	5	-	1
PC2	Use correct lifting and handling procedures	2	5	-	1
PC3.	Use materials efficiently to minimize wastage and dispose off waste safely at the designated location.	2	3	-	1
PC4.	Carry out running maintenance and/or cleaning within one's responsibility and agreed schedules	2	10	-	1
PC5.	Report any unsafe or damaged equipment and other dangerous occurrences to the authorized personnel	1	3	-	0.5
PC6.	Ensure that the correct machine guards are in place	2	3	-	1
PC7.	Work in a comfortable position and maintain correct posture	1	10	-	0.5
PC8	Use cleaning equipment and methods appropriate for the work to be carried out	1	10	-	1
	NOS TOTAL	**14**	**49**	**-**	**7**

DGT/VSQ/N0101 : Employability Skills (30 Hours)

PC	Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
	Introduction to Employability Skills	1	1	0	0
PC1	Understand the significance of employability skills in meeting the job requirements				
	Constitutional values – Citizenship	1	1	0	0
PC2	Identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices.				
	Becoming a Professional in the 21st Century	1	3	0	0
PC3	Explain 21st Century Skills such as Self-Awareness, Behavior Skills, Positive attitude, self-motivation, problem-solving, creative thinking, time management, social and cultural awareness, emotional awareness, continuous learning mindset etc.				
	Basic English Skills	2	3	0	0
PC4	Speak with others using some basic English phrases or sentences				
	Communication Skills	1	1	0	0
PC5	Follow good manners while communicating with others				

PC6	Work with others in a team				
	Diversity & Inclusion	1	1	0	0
PC7	Communicate and behave appropriately with all genders and PwD				
PC8	Report any issues related to sexual harassment				
	Financial and Legal Literacy	3	4	0	0
PC9	Use various financial products and services safely and securely				
PC10	Calculate income, expenses, savings etc.				
PC11	Approach the concerned authorities for any exploitation as per legal rights and laws				
	Essential Digital Skills	4	6	0	0
PC12	Operate digital devices and use its features and applications securely and safely				
PC13	Use internet and social media platforms securely and safely				
	Entrepreneurship	3	5	0	0
PC14	Identify and assess opportunities for potential business				
PC15	Identify sources for arranging money and associated financial and legal challenges				
	Customer Service	2	2	0	0
PC16	Identify different types of customers				
PC17	Identify customer needs and address them appropriately.				
PC18	Follow appropriate hygiene and grooming standards.				
	Getting ready for apprenticeship & Jobs	1	3	0	0
PC19	Create a basic biodata				
PC20	Search for suitable jobs and apply				
PC21	Identify and register apprenticeship opportunities as per requirement				
	NOS TOTAL	**20**	**30**	**-**	**0**
	GRAND TOTAL	**116**	**301**	**0**	**58**

Annexure: Assessment Strategy

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

Mention the detailed assessment strategy in the provided template.

<1. Assessment System Overview:

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

- SSC monitors the assessment process & records

2. Testing Environment:
   - Check the Assessment location, date and time
   - If the batch size is more than 30, then there should be 2 Assessors.
   - Check that the allotted time to the candidates to complete Theory & Practical Assessment is correct.
3. Assessment Quality Assurance levels/Framework:
   - Question bank is created by the Subject Matter Experts (SME) are verified by the other SME
   - Questions are mapped to the specified assessment criteria
   - Assessor must be ToA certified & trainer must be ToT Certified
4. Types of evidence or evidence-gathering protocol:
   - Time-stamped & geotagged reporting of the assessor from assessment location
   - Centre photographs with signboards and scheme specific branding
5. Method of verification or validation:
   - Surprise visit to the assessment location
   6. Method for assessment documentation, archiving, and access
   - Hard copies of the documents are stored

On the Job:

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

- Effective engagement with the customers
- Understand the working of various tools and equipment

Annexure: Acronym and Glossary

Acronym

Acronym	Description
AA	Assessment Agency
AB	Awarding Body
ISCO	International Standard Classification of Occupations
NCO	National Classification of Occupations

NCrF	National Credit Framework
NOS	National Occupational Standard(s)
NQR	National Qualification Register
NSQF	National Skills Qualifications Framework
OJT	On the Job Training

Glossary

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