



QUALIFICATION FILE

Armed Security Guard

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: 4

Submitted By:

Management & Entrepreneurship and Professional Skills Council (MEPSC)

20th Floor, Amba Deep, 14, Kasturba Gandhi Marg, New Delhi -110001

Table of Contents

Section 1: Basic Details	3
NOS/s of Qualifications	5
Mandatory NOS/s:	5
Elective NOS/s:1. NA	6
Elective NOS/s:2 NA	
Optional NOS/s:NA	7
Assessment - Minimum Qualifying Percentage	8
Section 3: Training Related	8
Section 4: Assessment Related	9
Section 5: Evidence of the need for the Qualification	10
Section 6: Annexure & Supporting Documents Check List	10
Annexure: Evidence of Level	12
Annexure: Tools and Equipment (Lab Set-Up)	13
Annexure: Industry Validations Summary	17
Annexure: Training & Employment Details	19
Annexure: Blended Learning	21
Annexure: Detailed Assessment Criteria	21
Annexure: Assessment Strategy	30
Annexure: Acronym and Glossary	31

Section 1: Basic Details

1.	Qualification Name	Armed Security Guard	
2.	Sector/s	Management & Entrepreneurship and Professional Skills Council	
3.	Type of Qualification: <input type="checkbox"/> New <input type="checkbox"/> Revised <input type="checkbox"/> Has Electives/Options <input type="checkbox"/> OEM	NQR Code & version of existing/previous qualification: 2022/OAFM/MEPSC/05426 Ver 2.0	Qualification Name of existing/previous version: Armed Security Guard
4.	a. OEM Name b. Qualification Name <i>(Wherever applicable)</i>	NA	
5.	National Qualification Register (NQR) Code &Version <i>(Will be issued after NSQC approval)</i>		6. NCrf/NSQF Level: 4
7.	Award (Certificate/Diploma/Advance Diploma/ Any Other) <i>(Wherever applicable specify multiple entry/exits also & provide details in annexure)</i>	Certificate	
8.	Brief Description of the Qualification	Armed Security Guard has to guard designated premises and people by manning the first tier of protection aided by appropriate security devices/ equipment and by timely and efficient use of firearms. The core responsibility includes guarding against theft, criminal acts, emergencies, fire and other contingencies.	

9.	Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience:		
		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)
		1	Class 10 th pass	2 years of prior experience with Armed Forces - Army; Navy; Air Force, Central Armed Police Forces - CISF; CRPF; BSF; RPF
		<p>Standard of physical fitness for security guards:</p> <p>(i) Height, 160 cms (Female 150 cms), weight according to standard table of height and weight, chest 80 cms with an expansion of 4 cms (for females no minimum requirement for chest measurement).</p> <p>(ii) Eye sight: Far sight vision 6/6, near vision 0.6/0.6 with or without correction, free from colour blindness</p> <p>(iii) Free from knock knee and flat foot</p> <p>(iv) Hearing: Free from defect</p> <p>b. Age: 21 Years</p>		
10	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	15	11. Common Cost Norm Category (I/II/III) (wherever applicable): II	
12	Any Licensing requirements for Undertaking Training on This Qualification (wherever applicable)	NA		

13	Training Duration by Modes of Training Delivery <i>(Specify Total Duration as per selected training delivery modes and as per requirement of the qualification)</i>	<input checked="" type="checkbox"/> Offline <input type="checkbox"/> Online <input type="checkbox"/> Blended																						
		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Training Delivery Modes</th> <th style="width: 15%;">Theory (Hours)</th> <th style="width: 15%;">Practical (Hours)</th> <th style="width: 15%;">OJT Mandatory (Hours)</th> <th style="width: 15%;">OJT Recommended (Hours)</th> <th style="width: 10%;">Total (Hours)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Classroom (offline)</td> <td style="text-align: center;">174</td> <td style="text-align: center;">276</td> <td></td> <td></td> <td style="text-align: center;">450</td> </tr> <tr> <td style="text-align: center;">Online</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)	Classroom (offline)	174	276			450	Online						<i>(Refer Blended Learning Annexure for details)</i>			
		Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																	
Classroom (offline)	174	276			450																			
Online																								
14	Aligned to NCO/ISCO Code/s <i>(if no code is available mention the same)</i>	NCO-2015/5414.0151																						
15	Progression path after attaining the qualification <i>(Please show Professional and Academic progression)</i>	Personal Security Officer, Security supervisor																						
16	Other Indian languages in which the Qualification & Model Curriculum are being submitted	Hindi																						
17	Is similar Qualification(s) available on NQR- if yes, justification for this qualification	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No URLs of similar Qualifications:																						
18	Is the Job Role Amenable to Persons with Disability	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", specify applicable type of Disability:																						
19	How Participation of Women will be Encouraged	Both men and women can equally participate																						
20	Are Greening/ Environment Sustainability Aspects Covered <i>(Specify the NOS/Module which covers it)</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																						
21	Is Qualification Suitable to be Offered in schools/Colleges	Schools <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Colleges <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																						

22	Name and Contact Details of Submitting / Awarding Body SPOC <i>(In case of CS or MS, provide details of both Lead AB & Supporting ABs)</i>	Email: ceo@mepsc.in	Name: Col. Anil Kumar Pokhriyal No.: 011-24645100 Website: https://www.mepsc.in/ Contact
23	Final Approval Date by NSQC: 24/02/2022	24. Validity Duration: 60 Months	25. Next Review Date: 24/02/2027



Section 2: Module Summary

NOS/s of Qualifications

(In exceptional cases these could be described as components)

Mandatory NOS/s:

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.	OJ T- Re c.	Total	Th.	Pr.	P ro j.	V i v a	Total	Weig htage (%) (if applic able)
1.	Perform security tasks in accordance with basic security practices	MEP/N7101, V 3.0	Core	3	2	15	45			60	40	60			100	15
2.	Provide guarding services to people, property and premises	MEP/N7103, V 3.0	Core	3	1	15	15			30	40	60			100	10
3.	Observe safety norms while handling firearms	MEP/N7113, V 3.0	Core	3	1	10	20			30	40	60			100	10

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.	OJ T- Re c.	Total	Th.	Pr.	P ro j.	V i v a	Total	Weig htag e (%) (if applic able)
4.	Deal with security situations warranting use of firearms	MEP/N7114, V 3.0	Core	4	2	30	30			60	40	60			100	15
5.	Support cash and valuables in in-transit operations	MEP/N7118, V 3.0	Core	4	2	30	30			60	40	60			100	15
6.	Adaptation of Private Security Norms	MEP/N7224, V 2.0	Core	4	3	30	60			90	40	60			100	15
7.	Apply health and safety practices at the workplace	MEP/N9903, V 5.0	Non-Core	4	1	10	20			30	40	60			100	10
8.	Apply principles of professional practice at the workplace	MEP/N9912, V 3.0	Non-Core	4	1	10	20			30	40	60			100	5
9.	Employability Skills (60 hrs)	DGT/VSQ/N01 02, V 1.0	Non-Core	4	2	24	36			60	20	30			50	5
Duration (in Hours) / Total Marks					15	174	276			450	340	510			850	100

Assessment - Minimum Qualifying Percentage

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

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

Minimum Pass Percentage – NOS/Module-wise: % (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)	Trainer Prerequisites						
		Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
				Years	Specialization	Years	Specialization	
		Class 12	valid arms license	2 Years	Armed Security	2 Years	Security	
		Trainer Certification						
		Domain Certification			Platform Certification			
		MEP/Q7102, v3.0, Armed Security Guard. The minimum accepted score is 80%.			MEP/Q2601, V3.0, Trainer (VET and Skills) The minimum accepted score is 80%.			

Section 4: Assessment Related

1. Assessor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Assessor Prerequisites						Remarks
	Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training/Assessment Experience		
			Years	Specialization	Years	Specialization	
	Class 12	Valid arms license	2 years	Armed Security	2 Years	Security	
	Assessor Certification						
	Domain Certification			Platform Certification			
	MEP/Q7102, V3.0, Armed Security Guard Minimum accepted score is 80%.			MEP/Q2701, V3.0 Assessor (VET & Skills) Minimum accepted score is 80%.			

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: 35
5.	Estimated nos. of persons to be trained and employed: Approx. 10000 in next 5 Years
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: Yes If "No", why:

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)	<i>Mentioned below</i>
2.	Annexure: List of tools and equipment relevant for qualification (Mandatory, except in case of online course)	<i>Mentioned below</i>
3.	Annexure: Detailed Assessment Criteria (Mandatory)	<i>Mentioned below</i>
4.	Annexure: Assessment Strategy (Mandatory)	<i>Mentioned below</i>
5.	Annexure: Blended Learning (Mandatory, in case selected Mode of delivery is "Blended Learning")	<i>Mentioned below</i>
6.	Annexure: Multiple Entry-Exit Details (Mandatory, in case qualification has multiple Entry-Exit)	NA

7.	Annexure: Acronym and Glossary (Optional)	
8.	Supporting Document: Model Curriculum (Mandatory – Public view)	Yes
9.	Supporting Document: Career Progression (Mandatory - Public view)	Yes
10.	Supporting Document: Occupational Map (Mandatory)	Yes
11.	Supporting Document: Assessment SOP (Mandatory)	Yes
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	<p>Armed Security Guard is expected to secure life, premises and property from risks and threats, by observing basic guarding practices</p> <p>- with or without the aid of security equipment. He/ she is the first one to notice or encounter risks and threats during the course of the duty and take preventive counter measures, including reporting about incidents.</p>	<p>The Job holder is expected to independently perform work of familiar, predictable and routine nature within situations of clear choice, such as identifying risks, environmental issues, synergies, mandatory works; seeking clarification and assistance where needed, and handling situations safely and with dignity</p>	6
Professional and Technical Skills/ Expertise/ Professional Knowledge	<p>Armed Security Guard is expected to be aware of risk and threats, basic guarding practices, rudimentary legal knowledge and various domain specific security operations. The person should also know correct and effective use of firearms</p>	<p>The job holder is expected to exhibit factual knowledge of the field of knowledge or study such as safety requirements; legalities to be followed while working; verifications and screening processes in different settings.</p> <p>Decision on use firearms by evaluating specific situations means that the qualification should be placed at level 4</p>	6
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	<p>Armed Security Guard is expected to identify potential risks and threats, take countermeasures, operate provided security equipment, carry out basic documentation, report incidents to get assistance from</p>	<p>Certain level of decision making too is involved as at moments there are no superiors present to tell them whether to use firearms or not.</p>	6

	concerned agencies and communicate effectively.		
Broad Learning Outcomes/Core Skill	Armed Security Guard’s core skill lies in securing life, premises and property, support movement of cash and valuables securely, control of emergencies, and use of security equipment, reporting and documentations in domain-specific environments.	The job holder is expected to exhibit effective oral communication skills so as to have pleasant and engaging conversations with the customers, co-workers, vendors, use effective listening and probing/ questioning skills to understand requirement of the visitors, ensure not to argue with the customer, listen attentively and answer politely, share information as per organisational data security and confidentiality policy, follow security norms and show written communication skills such as maintaining registers and incident reports.	6
Responsibility	Armed Security Guard is responsible for the safety and security of assigned premises and property during his/ her course of duty.	The job holder is responsible for the safety and security of the organisation or industry the person is guarding as well as cash and valuables in in-transit.	6

Annexure: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment

Batch Size: 30

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
1	Key Box- Duplicate	Online training	1
2	Obstacles		1
3	Vehicle In/Out Register		1
4	Endurance Run Route Marking-1 Km		1
5	Attendance Register		1
6	Personnel In/Out Register		1
7	Trainers / Facilitators Manual		1
8	Full Body Mannequin(Man)		1
9	Sample Documents		1
10	Whistle		1
11	Vertical Rope 20'		1
12	Fire Extinguishers		1
13	Full Body Mannequin (Woman)		1
14	Personal Protective Equipment		1
15	Gum Boot/Fire man Boot		1
16	Compliance Certificates and Documents which authorise TC to impart Security Training		1

17	Stock ledger-Technical Equipment Register(Indicating date of purchase , invoice No , Make and Model No)		1
18	Programme Schedule		1
19	Manual Call Point (MCP)		1
20	Traffic Barrier		1
21	Key Box-Original		1
22	.22 Rifle and Pistol (Drill Practice)		1
23	Record of Past Trainees and those Undergoing Training		1
24	Trainees Placement Register		1
25	Track suit with canvas shoe and socks for Trainees		1
26	Lesson Plans for each NOS -01 per NOS		1
27	Key Register		1
28	Technical Equipment In/ Out Register		1
29	Uniform for Trainees		1
30	Drill/ Pt Ground(60 X 30)		1
31	Full Length Mirror		1
32	Trainee Performance Register		1
33	Training Faculty Register (indicating Faculty Qualification etc)		1
34	Sample of Security Guard Dress		1
35	Horizontal Beam		1

36	Visitor Register		1
37	Material In/Out Register		1
38	Patrol and Incident Record Register		1
39	Traffic Flag Red, Green and White		1
40	High Beam Torch / Search Light		1
41	Medical First Aid Kit		1
42	Target And Range Equipment		1
43	Safe Handling ,Holding, Aiming , Trigger Operation Chart		1
44	Fire Sprinkler		1
45	Traffic Cone		2
46	Dummy Weapons And Ammunition		1
47	Fire Portable Extenguisher		1
48	Half Body Mannequin for CPR		1
49	Weapons- 12 Bore (Double Barrel (Dbbl)/Single Barrel (Sbbl)		1
50	Functional Model of Fire Alarm System		1
51	Fire Axe		1
52	Medical First Aid Splint		5
53	Fire hose Reel		1

54	Traffic Signs Chart		1
55	Hooter and Alarm		1
56	Weapons Pistol and Rifle Chart		1
57	Audio/ Visual Training Aids		1
58	Rescue Ladder 20'(Adjustable)		1
59	Manual Call Point (MCP)		1
60	Fire Control Panel		1
61	Safety Boots		1
62	Public Address System		1
63	Gloves		1
64	Safe Store Room For Weapon And Ammunition		1
65	Rank Badges Army, Navy and Air Force		1
66	Fire Hydrant Valve		1
67	Harness-Full Body		1
68	Smoke Sensor		1
69	Drill Chart		1
70	One way mask		1
71	Heat Sensor		1
72	Harness-Half Body		1

73	Fire Hook		1
74	Safety Goggles		1
75	Medical Emergency Stretcher		1
76	Cervical Collar		1
77	Pulley		1
78	Walkie Talkie sets with Bty Charger		2
79	LASER/Wooden Pointer per Class Room		1
80	Hand Held Metal Detector		2
81	White Board per Class Room		1
82	Computer /laptop per Class Room		1
83	Two Way Talking System		1
84	CCTV System (CCTV System with four cameras, recorder and monitor)		1
85	Under Vehicle Inspection Mirror		2
86	Lecture Stand per Class Room		1
87	Sand And Water Bucket		4
88	Door Frame Metal Detector		1

89	Aadhar Enabled Biometric Attendance System/ Biometric Attendance System with Access Control System		1
90	Projector With Screen perClass Room		1
91	Fire Beater		1
92	Student Chairs And Table/ Chairs With Writing Surface		30
93	Fluorecent Jacket		1
94	Fire fighting Point complete set		1
95	Computer Tablets		5
96	Fire Hammer		1
97	Rope/Mountain Climbing Rope 20 feet /Rescue Rope 1/2 inch thick , 20 Ft length		1
98	Cut Models Of Weapons & Ammunition		1
99	Functioning of Weapons Chart		1
100	Fire Fighting Practice Tray of Minimum size 3'x3'x1'		1
101	Firing Range 25M		1
102	Fire Hose with Nozzle and Coupling		1

103	Response Indicator		1
104	Fire Blanket		1

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. White/Black Board, Duster, Marker etc.
2. LCD projector, Laptop/desktop

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	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID	LinkedIn Profile (if available)
1	Aplus security and fire management	Anil Bhatt	Managing Director	Madhya Pradesh	Attached	Attached	
2	Action & Protection Security Force	Col.KS Raju	Senior VP	Telangana	Attached	Attached	
3	Action guarding services Pvt. Ltd.	R Narender	Associate Director	Telangana	Attached	Attached	
4	Agile security force Pvt.Ltd.	TN Rao	Director-Training	Telangana, Karnataka, Kerala	Attached	Attached	
5	Checkmate	Bhavyash Karria	VP-HR & Legal	Gujarat	Attached	Attached	
6	Central Investigation & Security Services Ltd.	Dr.Rajkumar Tyagi	VP	Maharashtra, Gujarat	Attached	Attached	
7	Cosmos manpower Pvt. Ltd.	Dr.Sameer Trivedi	Managing Director	Gujarat	Attached	Attached	

8	Creantum security solutions pvt.Ltd.	Amit Kumar Bansal	CEO	Uttar Pradesh	Attached	Attached	
9	D1 Fortification pvt. Ltd.	MP Unnnithan	GM	Karnataka	Attached	Attached	
10	Escort securiry & personal services	Amreshkumar Malik	Training Head	Gujarat	Attached	Attached	
11	Falcon eye skill source pvt. Ltd.	DB Pravallika	CEO	Andhra Pradesh	Attached	Attached	
12	Galaxy Human Resource Services	N Vivekanandam	CEO	Telangana	Attached	Attached	
13	Goswami security training center	Himanshu Shekhar	Operations Manager	Uttar Pradesh	Attached	Attached	
14	Institution of fire engineers	US Chillar	General Secretary	Delhi	Attached	Attached	
15	Industrial protection services	A Muniswaran	AGM Operations	Tamil Nadu	Attached	Attached	
16	Ironman security services pvt.Ltd.	Niranjan Singh Malik	DGM	Uttar Pradesh	Attached	Attached	
17	Keertika Academy pvt.Ltd.	Bhaskar Chatterjee	VP	Kolkata	Attached	Attached	

18	Kingdom protection services pvt.Ltd.	Jay Anand	Director	Kerala	Attached	Attached	
19	Max Vigil Security Expert pvt.Ltd.	IP Singh	Director	Gujarat	Attached	Attached	
20	Mi2C Security & Facilities pvt.Ltd.	Indeep Singh	Sr. Executive	Delhi	Attached	Attached	
21	National security services	Capt Raghuvirsingh Jadeja	Partner	Gujarat	Attached	Attached	
22	Private eye pvt. Ltd.	P Ravindranath	Director	Tamil Nadu, Karnataka, Maharashtra, Telangana, Kerala, Odisha	Attached	Attached	
23	Peregrine Guarding pvt.Ltd.	Capt Anil Kumar	AVP-Training	Delhi	Attached	Attached	
24	Rakshak securitas pvt. Ltd.	Rakesh Singh	VP	Delhi	Attached	Attached	
25	Ranchi security pvt.Ltd.	Vigyan Kumar	Director	Jharkhand	Attached	Attached	
26	Raxa Security services	col Harjinder Singh	Head	Andra Pradesh	Attached	Attached	
27	S& IB services pvt.Ltd.	Avishek Mitra	Asst. Manager	Kolkata	Attached	Attached	
28	Sai security services pvt. Ltd.	D Swammy Reddy	Managing Director	Telangana	Attached	Attached	

29	Saikor security training & services pvt. Ltd.	Lt Col Sreenivasa Rao Kurra	Managing Director	Andra Pradesh	Attached	Attached	
30	Security association of Guajarat	Dr Sameer Trivedi	Secretary	Gujarat	Attached	Attached	
31	Sharp dectective and security services	Muzaffar Shareef	Admn. Manager	Telangana	Attached	Attached	
32	SRF detective & security services pvt. Ltd.	Capt Prabhat Kumar Pandit	VP	Karnataka	Attached	Attached	
33	Star security and Placement	Ajit S Nair	GM	Kerala	Attached	Attached	
34	Terrier security services India pvt. Ltd.	Brig Arun Dravid	Head	Karnataka	Attached	Attached	
35	TNR sainik academy society	B Ramesh	Chairman	Telanagana	Attached	Attached	

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	1000	2000				
2024	1000	2000				
2025	1000	2000				

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
Ver 1.0	19-20	4286	4286	3703	71								
Ver 1.0	20-21	365	365	199	15								
Ver 1.0	21-22	0	0	0	0								

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

- 1.
- 2.

Content availability for previous versions of qualifications: No

Participant Handbook Facilitator Guide Digital Content Qualification Handbook Any Other:

Languages in which Content is available:

Annexure: Blended Learning

Blended Learning Estimated Ratio & Recommended Tools:

S. No.	Select the Components of the Qualification	List Recommended Tools – for all Selected Components	Offline : Online Ratio
1	<input type="checkbox"/> Theory/ Lectures - Imparting theoretical and conceptual knowledge	Qualification Pack, Model Curriculum, Participant Handbook	
2	<input type="checkbox"/> Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners	Activities	
3	<input type="checkbox"/> Showing Practical Demonstrations to the learners	Activities in groups as per the training app	
4	<input type="checkbox"/> Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training		
5	<input type="checkbox"/> Tutorials/ Assignments/ Drill/ Practice	Practice sessions	
6	<input type="checkbox"/> Proctored Monitoring/ Assessment/ Evaluation/ Examinations		
7	<input type="checkbox"/> On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training		

Annexure: Detailed Assessment Criteria

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

NOS/Module Name	Assessment Criteria for Performance Criteria/Learning Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<p>MEP/N7101 v3.0: Perform security tasks in accordance with basic security practices</p>	<p><i>Carry out assigned security tasks</i></p>	30	40		
	<p>PC1. carry out assigned security duties in line with procedures and instructions</p>	-	-		
	<p>PC2. respond to risks and threats as per organisational and legal protocols (Risks and Threats: unauthorised entry and trespass, aggressive and drunken behaviour, loitering and littering, eve teasing and molestation, robbery; theft; pilferage and shoplifting, violence and assault, murder and suicide kidnapping, public demonstration; labour unrest and crowd control)</p>	-	-		
	<p>PC3. respond to hazards and emergencies as per organisational policies and procedures</p>	-	-		
	<p>PC4. provide accurate information and access to premises, records and other resources to the police as per organisation protocol</p>	-	-		
	<p>PC5. identify rank by recognising the badge of rank of police and military personnel</p>	-	-		
	<p>PC6. identify various arms commonly used by the police and perpetrators</p>	-	-		
	<p>PC7. identify improvised explosive devices and take action as per established protocol</p>	-	-		
	<p>PC8. carry out security duties in commercial and industrial depoyments</p>	-	-		
	<p><i>Conform to regulatory and legal requirements</i></p>	10	20		

	PC9. carry out tasks relevant to the role while complying with applicable regulatory and legal provisions (Regulatory and legal Provisions: The Indian Penal Code-1860, The Code of Criminal Procedure- 1973, The Arms Act- 1959, Human Rights Act – 1993, Explosive Act- 1884 and The Explosive Substances Act-1908, Private Security Agencies Regulation Act – 2005, The Private Security Agencies Central Model Rules – 2006)	-	-		
	PC10. work within rules and regulations governing employment (Rules and regulations: Employees' Provident Funds, Employees' Pension Scheme- 1995, Minimum Wages Act, 1948 and Central Rules- 1950, Working hours, leave, minimum wage, Employee's State Insurance)	-	-		
	PC11. give evidence accurately and clearly, when required, in court	-	-		
	Total Marks	40	60		
	<i>Guard people, property and premises</i>	21	28		
MEP/N7103 V3: Provide guarding services to people, property and premises	PC1. identify layout of the premises, assets, movable or immovable property, entry and exit points	-	-		
	PC2. identify various categories of people who need guarding and type of guarding required (Categories of people: staff; residents; workers; visitors; officials; vendors; service providers; general public)	-	-		
	PC3. guard people, property and premises as per instructions	-	-		
	PC4. carry out guarding and observation tasks attentively and effectively	-	-		

PC5. identify types of patrolling required and necessary tasks required to carry out patrolling activities effectively	-	-		
PC6. patrol designated premises effectively as per instructions	-	-		
PC7. use security equipment as per organisational and manufacturer guidelines, to carry out security tasks effectively (Security Equipment: For surveillance, screening and search, communication, safety)	-	-		
PC8. report and respond to security breaches as per organisational procedures, in a timely manner, clearly and accurately	-	-		
PC9. provide adequate briefing during shift change and to superiors	-	-		
PC10. maintain basic security registers and records	-	-		
<i>Carry out search of designated premises</i>	14	22		
PC11. carry out required searches of premises and properties as per instructions	-	-		
PC12. report risks, threats and hazards observed during the search	-	-		
PC13. liaise with other authorised search parties in the premises effectively	-	-		
PC14. detain suspect(s) during the search as per organisational and legal guidelines and procedures	-	-		
PC15. prevent tampering of evidence and reports by taking necessary precautions	-	-		
PC16. maintain personal safety at all times when at work	-	-		

	PC17. maintain constant communication during search with relevant authorities and seniors	-	-		
	PC18. report incident details to superiors in an accurate and timely manner, communicating all relevant details	-	-		
	PC19. follow incident reporting formats and protocols	-	-		
	<i>Ensure inclusivity</i>	3	6		
	PC20. use non- gendered statements in communication and reports	-	-		
	PC21. ensure smooth movement of persons with disability	-	-		
	PC22. carry out assigned tasks and perform duties ensuring persons' right to dignity, privacy and gender/ religious/ cultural sensitivity are respected at all times	-	-		
	<i>Material and energy conservation practices</i>	2	4		
	PC23. identify processes where material utilization can be optimized	-	-		
	PC24. ensure lights and equipment are switched off when not in use	-	-		
	Total Marks	40	60		
MEP/N7114 V3: Deal with security situations warranting use of firearms	<i>Support guarding duties using firearms</i>	14	20		
	PC1. follow instructions with regards to deployment and responsibility	-	-		
	PC2. co-ordinate with security sub-unit deployed in the area of responsibility	-	-		
	PC3. identify IFF (identification, friend or foe) protocol practiced in the premises/ property	-	-		

PC4. respond without delay to a security incident	-	-		
PC5. report to designated superior, if possible, before using firearms	-	-		
PC6. ensure personal safety and security of weapon	-	-		
<i>Assess security situation</i>	26	40		
PC7. anticipate threat/risks to life and property	-	-		
PC8. assess security situations warranting use of firearms	-	-		
PC9. inform superiors about developing security situation	-	-		
PC10. maintain a safe distance from the miscreants/ crowd/ mob	-	-		
PC11. identify individual(s) endangering life and property	-	-		
PC12. warn individuals/ miscreants endangering life and property	-	-		
PC13. fire as per laid down procedures	-	-		
PC14. record incident in the set format	-	-		
PC15. preserve evidence	-	-		
PC16. render first aid to the injured and arrange their evacuation	-	-		

	PC17. secure scene of incident	-	-		
	PC18. report sequence of incident to designated authority	-	-		
	Total Marks	40	60		
	<i>Maintain security of cash and valuables in in-transit</i>	30	46		
MEP/N7118 V3.0: Support cash and valuables in in-transit operations	PC1. liaise with other armed guard,if any	-	-		
	PC2. load the gun and make the weapon safe at rest	-	-		
	PC3. park the van nearest to the point of loading	-	-		
	PC4. monitor security while loading and unloading of cash/valuables in the van	-	-		
	PC5. ensure vehicle is properly secured	-	-		
	PC6. monitor route carefully while vehicle is on the move	-	-		
	PC7. follow set procedures on suspicion of vehicle being tailed	-	-		
	PC8. observe keenly at traffic halts	-	-		
	PC9. scan the area for any unusual signs of risk before stopping at the halts/ATM/bank	-	-		
	PC10. provide cover to van and team during transfer of cash/valuables	-	-		
	PC11. disallow stopping of vehicle at unscheduled halts				

		-	-		
	PC12. maintain communication with the concerned agencies and authorised persons	-	-		
	PC13. report incidents to concerned agencies and seek assistance	-	-		
	PC14. respond against threat/risks appropriately (Threads/ Risks: Criminal/miscreant action, Tailing by vehicle borne criminals, Specific threats to stationary and moving vehicle, Insiders threat, Fraudulent practices by team members, Loss of life and medical emergency, Road accident and vehicle breakdown, Fire accident)	-	-		
	PC15. record relevant information	-	-		
	PC16. abort delivery or collection process,if situation so warrants	-	-		
	<i>Carry out vehicle escort duty</i>	10	14		
	PC17. use appropriate weapon and ammunition, personal safety gear and other equipment/ aids, as per organizational procedure	-	-		
	PC18. check vehicle for any suspicious indications	-	-		
	PC19. maintain vigilance against possible threat/ risks	-	-		
	PC20. maintain security and safety of self and others	-	-		
	PC21. follow organisational instructions on vehicle escorting	-	-		
	PC22. Co-ordinate effectively with others in the team	-	-		

	Total Marks	40	60		
MEP/N7113 V3.0: Observe safety norms while handling firearms	<i>Handle firearms safely</i>	40	60		
	PC1. receive requisite training before using a firearm	-	-		
	PC2. follow safety procedures with regard to firearms	-	-		
	PC3. use firearms correctly following set standards	-	-		
	PC4. maintain vigilance while on duty	-	-		
	PC5. ensure security and safety of firearm in storage and during carriage	-	-		
	PC6. handle misfires, following protocol	-	-		
	PC7. maintain firearm before and after its use	-	-		
	PC8. ensure documents related to firearms are complete and updated	-	-		
	PC9. report inadequacies/incidents to superior and appropriate authority	-	-		
	PC10. identify illegal/defective/modified firearm or ammunition	-	-		
	PC11. avoid collateral damage while using a firearm	-	-		
	Total Marks	40	60		

MEP/N7224 V2: Adaptation of Private Security Norms	<i>Adopt soft skills during Interaction in private security</i>	23	28		
	PC1. identify formats and procedures of interaction in the private security sector	-	-		
	PC2. greet visitors and others respectfully and in a friendly manner	-	-		
	PC3. provide opportunities for people to check their understanding of the information given to them and ask questions	-	-		
	PC4. get support when experiencing difficulty in communicating effectively	-	-		
	PC5. comply with legislation, policies and procedures related to the security of information	-	-		
	PC6. follow procedures and precautions when communicating confidential or sensitive information	-	-		
	PC7. adapt behaviour to respond effectively to different visitor/ public's behaviour	-	-		
	PC8. communicate calmly and patiently to agitated public	-	-		
	PC9. respond promptly to assistance requests	-	-		
	PC10. adapt interpersonal skills to effectively screen people and property	-	-		
	PC11. use appropriate, professionally and socially acceptable words and phrases, when interacting with others as per organisation hierarchy and protocol	-	-		
	PC12. identify interpersonal skills to build effective relationships within the team. (Interpersonal skills:	-	-		

respecting diversity, empathy, being flexible, helping others, humour, trust, listening, tolerance, etc.)				
PC13. identify conflicts and use conflict mediation techniques in interpersonal conflict situations	-	-		
<i>Develop employability skills</i>	17	22		
PC14. operate digital devices including start and shutdown, securing a device, manage files and folders, apps	-	-		
PC15. use internet for communication and browsing or searching for information	-	-		
PC16. share information and messages on digital devices and platforms safely and securely	-	-		
PC17. carry out basic procedures in documents, spreadsheets and presentations using respective and appropriate applications	-	-		
PC18. create a professional Curriculum vitae (Résumé) for oneself	-	-		
PC19. create accounts and search suitable jobs on job search portals	-	-		
PC20. dress neatly and appropriately for interview and selection process	-	-		
PC21. answer questions politely, with clarity and confidence, during selection process	-	-		
PC22. use various reliable sources to collect information related to the sector/market to identify job/livelihood opportunities across sectors	-	-		
Total Marks	40	60		

MEP/N9903 V5: Apply health and safety practices at the workplace	<i>Apply relevant health and safety practices at the workplace</i>	13	16		
	PC1. identify, control and report health and safety issues relating to immediate work environment according to procedures	-	-		
	PC2. follow procedures and instructions for dealing with hazards, within the scope of responsibilities and competencies	-	-		
	PC3. document and report all hazards, accidents and near-miss incidents as per set process	-	-		
	PC4. document safety records according to organisational policies	-	-		
	<i>Maintain a healthy and hygienic environment</i>	8	21		
	PC5. maintain the work area in a clean and tidy condition	-	-		
	PC6. ensure that the work area is sanitised as and when required	-	-		
	PC7. maintain personal hygiene	-	-		
	PC8. use appropriate personal protective equipment (PPE) where required	-	-		
	PC9. wash hands using soap and water or alcohol based sanitiser	-	-		
	PC10. report hygiene related concerns promptly to the relevant authority	-	-		
	<i>Emergencies, rescue and first-aid procedures</i>	6	9		
	PC11. administer appropriate first aid to victims wherever required e.g. in case of bleeding, burns, choking, electric shock, poisoning etc.	-	-		

	PC12. respond promptly and appropriately to an accident situation or medical emergency in real or simulated environments	-	-		
	PC13. perform rescue activity during an accident if applicable (e.g. if moving victim is advisable)	-	-		
	<i>Follow fire safety requirements</i>	13	14		
	PC14. follow fire safety practices	-	-		
	PC15. identify the type of fire and its stage	-	-		
	PC16. use the various appropriate fire extinguishers on different types of fires correctly	-	-		
	PC17. follow procedures to rescue victim of fire without endangering self	-	-		
	Total Marks	40	60		
MEP/N9912 V3.0: Apply principles of professional practice at the workplace	<i>Maintain a professional image and behaviour</i>	3	5		
	PC1. display appropriate professional appearance for the workplace	-	-		
	PC2. interact with team members, clients, vendors, visitors and other stakeholders in a Professional manner	-	-		
	<i>Maintain and enhance professional competence</i>	14	19		
	PC3. develop personal and professional goals and objectives	-	-		
	PC4. identify strengths and weaknesses in relation to goals and objectives	-	-		

PC5. evaluate own capacity to meet goals and objectives	-	-		
PC6. determine personal development needs to perform role as per desired standards	-	-		
PC7. develop a professional development plan to enhance professional capabilities	-	-		
PC8. document a professional practice plan designed to support the achievement of goals	-	-		
PC9. select and implement development opportunities to support continuous learning and maintain currency of professional practice	-	-		
PC10. research developments and trends impacting on professional practice and integrate information into work performance	-	-		
PC11. seek feedback on performance from others and incorporate it to improve	-	-		
<i>Work in a disciplined and ethical manner</i>	10	17		
PC12. perform tasks to the required workplace standard	-	-		
PC13. protect the rights of the client and organisation when delivering services	-	-		
PC14. recognise unethical conduct and report to an appropriate person				
PC15. operate within an agreed ethical code of practice				

		-	-		
	PC16. maintain confidentiality as per the organisational guidelines	-	-		
	<i>Work effectively with all stakeholders</i>	13	19		
	PC17. identify and obtain clarity regarding organisational, team and own goals	-	-		
	PC18. prioritise tasks at work as per organisational, team and own goals	-	-		
	PC19. plan to meet team performance targets and standards	-	-		
	PC20. monitor own and team performance as per agreed plan	-	-		
	PC21. share all relevant information with stakeholders in agreed formats and as per agreed timelines	-	-		
	PC22. work collaboratively with colleagues through sharing information and ideas and working together on agreed outcomes	-	-		
	PC23. recognize and respond to inappropriate behaviour towards self or others in a professional manner and as per organisational policy Inappropriate behaviour: violence, inappropriate language, verbal or physical abuse or bullying, insensitive verbal or physical behaviour in terms of cultural, racial, disability and gender-based insensitivities, dominant or overbearing behaviour, disruptive behaviour, non-compliance with safety instructions, unethical behaviour	-	-		

		Total Marks	40	60		
DGT/VSQ/N0102 V1: Employability Skills (60 Hours)	<i>Introduction to Employability Skills</i>		1	1		
	PC1 identify employability skills required for jobs in various industries		-	-		
	PC2 identify and explore learning and employability portals		-	-		
	<i>Constitutional values – Citizenship</i>		1	1		
	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		-	-		
	<i>Becoming a Professional in the 21st Century</i>		2	4		
	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		-	-		
	<i>Basic English Skills</i>		2	3		

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	-	-		
<i>Career Development & Goal Setting</i>	1	2		
PC10 understand the difference between job and career	-	-		
PC11 prepare a career development plan with short- and long-term goals, based on aptitude	-	-		
<i>Communication Skills</i>	2	2		
PC12 follow verbal and non-verbal communication etiquette and active listening techniques in various settings	-	-		
PC13 work collaboratively with others in a team	-	-		
<i>Diversity & Inclusion</i>	1	2		
PC14 communicate and behave appropriately with all genders and PwD	-	-		
PC15 escalate any issues related to sexual harassment at workplace according to POSH Act	-	-		
<i>Financial and Legal Literacy</i>	2	3		

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	-	-		
<i>Essential Digital Skills</i>	3	4		
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	-	-		
<i>Entrepreneurship</i>	2	3		
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	-	-		

	<i>Customer Service</i>	1	2		
	PC26 identify different types of customers	-	-		
	PC27 identify and respond to customer requests and needs in a professional manner.	-	-		
	PC28 follow appropriate hygiene and grooming standards	-	-		
	<i>Getting ready for apprenticeship & Jobs</i>	2	3		
	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	-	-		
	NOS Total	20	30		

Annexure: Assessment Strategy

1. Assessment System Overview:

Assessment will be carried out by assessment partners with no link to training partners. Based on the results of assessment, MEPSC will certify the learners. Assessor has to pass online assessment of theoretical knowledge of the job role and approved by MEPSC. The assessment will have both theory and practical components in 40:60 ratio. While theory assessment is summative and a written exam; practical will involve demonstrations of applications and presentations of procedures and other components. Practical assessment will also be summative in nature.

2. Testing Environment:

Training partner has to share the batch start date and end date, number of trainees and the job role.

Assessment will be fixed for a day after the end date of training. It could be next day or later. Assessment will be conducted at the training venue.

Room where assessment is conducted will be set with proper seating arrangements with enough space to prevent copying.

Question bank of theory and practical will be prepared by assessment agency and approved by MEPSC. From this set of questions, assessment agency will prepare the question paper. Theory testing will include multiple choice questions, pictorial question, etc. which will test the trainee on the theoretical knowledge of the subject.

The theory and practical assessments will be carried out on same day. If number of candidates are many, more assessors and venue will be organized on same day of the assessment.

Presentation will be one mode of assessment and so computers and LCD projector will be available for assessment. Viva will be used to gauge trainees' confidence and correct knowledge in handling job situations like interacting with clients and colleagues.

The question paper will be pre-loaded in the computer and it will be in the language requested by the training partner.

3. Assessment Quality Assurance levels/Framework:

Assessor has to go through orientation program organized by Assessment Agency. The training will give an overview to the assessors on the overall framework of QP evaluation. Assessor will also be given a NOS and PC level overview of each QP as applicable. Overall structure of assessment and objectivity of the marking scheme will be explained to them.

The giving of marks will be driven by an objective framework which will maintain standardization of marking scheme. The weightages given to each module will be adhered to in the question paper.

For practical, the instructions for taking the test are clearly written on the board in the lab or shared with the candidates verbally.

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:

Unless the trainee is registered, the person cannot undergo assessment. To further ensure that the person registered is the person appearing for assessment, id verification will be carried out. Adhar card number is part of registering the candidate for training. This will form the basis of further verification during the assessment.

Assessor conducts the assessment in accordance with the assessment guidelines and question bank as per the job role.

The assessor carries tablet with the loaded questions. This tablet is geotagged and so it is monitored to check their arrival and completion of assessment. The training partner will also intimate the time of arrival of the assessor and time of leaving the venue.

The assessment will be video recorded and submitted to MEPSC. Video of the practical session is prepared and submitted to MEPSC.

Random spot checks/audit is conducted by MEPSC assigned persons to check the quality of assessment.

Assessment agency will be responsible to put details in SID.

MEPSC will also validate the data and result received from the assessment agency.

6. Method for assessment documentation, archiving, and access

The assessment agency will upload the result of assessment in the portal. The data will not be accessible for change by the assessment agency after the upload.

The assessment data will be validated by MEPSC assessment team. After upload, only MEPSC can access this data.

MEPSC approves the results within a week and uploads on SID.

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.
---------------------------	---