



QUALIFICATION FILE

Pet Caretaker

☒ 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: NSQF Level 3.5

Submitted By:

Home Management and Care Givers Sector Skill Council

A-15, FIEE Complex, Okhla Industrial Area, Phase-II, New Delhi-110020

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Section 1: Basic Details

1.	Qualification Name	Pet Caretaker																			
2.	Sector/s	Home Management and Care Giving																			
3.	Type of Qualification: ☒ New ☐ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing/previous qualification: <i>(change to previous, once approved)</i>	Qualification Name of existing/previous version:																		
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>	QG-3.5-HM-045292025-V1-HMCGSSC, v1.0	6. NCrf/NSQF Level: <i>NSQF Level 3.5</i>																		
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	The individual at work is responsible for supervising and taking care of pets such as dogs, cats, birds, horses, cows, or other animals at the pet's own familiar environment/surroundings or while they are being held in an animal control facility. In addition to caring for pets, the individual may provide some other basic services such as vacuuming pet hairs, cleaning pet cages and cooking specialized food for the pets as per the instruction and requirement and others such services.																			
9.	Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience: <table border="1"> <thead> <tr> <th>S. No.</th> <th>Academic/Skill Qualification (with Specialization - if applicable)</th> <th>Required Experience (with Specialization - if applicable)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>11th Grade pass</td> <td>No Experience</td> </tr> <tr> <td>2</td> <td>10th grade pass or equivalent</td> <td>1.5 Years of relevant experience</td> </tr> <tr> <td>3</td> <td>8th grade pass</td> <td>3 Year of relevant experience</td> </tr> <tr> <td>4</td> <td>Previous relevant Qualification of NSQF Level 2.5</td> <td>3 Year of relevant experience</td> </tr> <tr> <td>5</td> <td>Previous relevant Qualification of NSQF Level 3</td> <td>1.5 Year of relevant experience</td> </tr> </tbody> </table> b. Age: NA		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)	1	11th Grade pass	No Experience	2	10th grade pass or equivalent	1.5 Years of relevant experience	3	8th grade pass	3 Year of relevant experience	4	Previous relevant Qualification of NSQF Level 2.5	3 Year of relevant experience	5	Previous relevant Qualification of NSQF Level 3	1.5 Year of relevant experience
S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)																			
1	11th Grade pass	No Experience																			
2	10th grade pass or equivalent	1.5 Years of relevant experience																			
3	8th grade pass	3 Year of relevant experience																			
4	Previous relevant Qualification of NSQF Level 2.5	3 Year of relevant experience																			
5	Previous relevant Qualification of NSQF Level 3	1.5 Year of relevant experience																			
10.	Credits Assigned to this Qualification, Subject to Assessment <i>(as per National Credit Framework (NCrf))</i>	14	11. Common Cost Norm Category (I/II/III) <i>(wherever applicable): II</i>																		

12.	Any Licensing requirements for Undertaking Training on This Qualification <i>(wherever applicable)</i>	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>	☒ Offline ☐ Online ☐ Blended <table border="1"> <thead> <tr> <th>Training Delivery Modes</th> <th>Theory (Hours)</th> <th>Practical (Hours)</th> <th>OJT Mandatory (Hours)</th> <th>OJT Recommended (Hours)</th> <th>Total (Hours)</th> </tr> </thead> <tbody> <tr> <td>Classroom (offline)</td> <td>120</td> <td>240</td> <td>60</td> <td></td> <td>420</td> </tr> <tr> <td>Online</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <i>(Refer Blended Learning Annexure for details)</i>						Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)	Classroom (offline)	120	240	60		420	Online					
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																				
Classroom (offline)	120	240	60		420																				
Online																									
14.	Aligned to NCO/ISCO Code/s <i>(if no code is available mention the same)</i>	NCO-2015/5164 Pet care																							
15.	Progression path after attaining the qualification <i>(Please show Professional and Academic progression)</i>	Pet Trainer																							
16.	Other Indian languages in which the Qualification & Model Curriculum are being submitted	Will be translated in Hindi																							
17.	Is similar Qualification(s) available on NQR-if yes, justification for this qualification	☐ Yes ☒ No URLs of similar Qualifications:																							
18.	Is the Job Role Amenable to Persons with Disability	☐ Yes ☒ No If "Yes", specify applicable type of Disability:																							
19.	How Participation of Women will be Encouraged	Implementing inclusive tactics is crucial for advancing gender equality and guaranteeing women have equal opportunities in the Home Management and Care Givers sector. Along with providing skill-based training																							
20.	Are Greening/ Environment Sustainability Aspects Covered <i>(Specify the NOS/Module which covers it)</i>	☒ Yes ☐ No DWC/N9903: Maintain health, hygiene and safety standard																							
21.	Is Qualification Suitable to be Offered in Schools/Colleges	Schools ☒ Yes ☐ No Colleges ☒ Yes ☐ 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>	Name: Ms. Mona Gupta Position in the organisation: CEO Address : Home Management and Care Givers Sector Skill Council A-15, 1st Floor, FIEE Complex, Okhla Industrial Area, Phase-II, New Delhi-110020 Tel number(s): 011-42831823 E-mail address: info@dwsscindia.com																							

23.	Final Approval Date by NSQC: 07-10-2025	24. Validity Duration: 3 years	25. Next Review Date : 06-10-2028
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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/NS QF 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.	Ensure to fulfill grooming and cleaning needs of the pets	DWC/N0315, v1.0	Core	3.5	3	24	66		-	90	30	60		10	100	30
2.	Offer general care to the pets in accordance to their needs	DWC/N0316, v1.0	Core	3.5	2	24	36		-	60	40	50		10	100	30
3.	Build a healthy relationship with the pets and owners	DWC/N0317, v1.0	Core	3.5	2	22	38		-	60	20	30			50	15
4.	Display standards of hygiene and work etiquettes	DWC/N9902, v7.0	Non-Core	4	1	10	20			30	39	61			100	10
5.	Maintain a clean and secure working environment	DWC/N9903, v 5.0	Non-Core	4	1	10	20			30	37	63			100	5
6.	Communicate effectively with individuals at all levels and practice inclusivity	DWC/N0228, v2.0	Non-Core	4	1	10	20			30	20	30			50	5

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/Non-Core	NCrF/NS QF 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)
7.	Employability skills	DGT/VSQ/N0102, v1.0	Non-Core	4	2	20	40			60	20	30			50	5
8	OJT	N/A						60		60						
Duration (in Hours) / Total Marks					14	120	240	60		420	206	346			550	100

Elective NOS/s:

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/Non-Core	NCrF/NS QF 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.																
2.																
Duration (in Hours) / Total Marks																

Optional NOS/s:

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/Non-Core	NCrF/NS QF 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.																
2.																
Duration (in Hours) / Total Marks																

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: 50 % (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)	<i>Post-Graduate in any specialization with 2 years of relevant experience with 1 year of training experience</i> OR <i>Post-Graduate in Pet care or equivalent education with 1 year of relevant experience</i> OR <i>Graduate in any specialization with 5 years of relevant experience with 3 years of training experience</i> <i>Graduate in Pet care or equivalent education with 4 years of relevant experience with 2 years of training experience</i>
2.	Master Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	<i>Post-Graduate in any specialization with 3 years of relevant experience with 2 year of training experience</i> OR <i>Post-Graduate in Pet care or equivalent education with 2 year of relevant experience</i> OR <i>Graduate in any specialization with 6 years of relevant experience with 3 years of training experience</i> <i>Graduate in Pet care or equivalent education with 5 years of relevant experience with 2 years of training experience</i>
3.	Tools and Equipment Required for Training	☒ Yes ☐ No (If "Yes", details to be provided in Annexure)
4.	In Case of Revised Qualification, Details of Any Upskilling Required for Trainer	

Section 4: Assessment Related

1.	Assessor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	<i>Post-Graduate in any specialization with 4 years of relevant experience with 2 years of assessment experience</i> OR
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		<i>Post-Graduate In Pet care or equivalent education with 2 years of relevant experience with 1 year of assessment experience</i> OR <i>Graduate in any specialization with 6 years of relevant experience with 4 years of assessment experience</i> <i>Graduate in Pet care or equivalent education with 5 years of relevant experience with 3 years of assessment experience</i>
2.	Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Graduate with proctoring experience of 2 year
3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Post Graduate with Assessing experience of 5 year (Industry)
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): No
2.	Latest Market Research Reports or any other source (not older than 2 years) (Yes/No): According to Grand View Research, the Indian pet care industry is expected to grow significantly in the coming years due to increasing pet ownership, changing attitudes towards pets as family members, and the rise in disposable income. The report highlights the need for service providers to maintain comprehensive records of pet care, including health monitoring, vaccinations, grooming logs, and training sessions. This documentation reassures customers about the quality and safety of services provided. Statista reports indicate that the Indian pet care market is projected to see substantial growth, driven by urbanization and increased pet adoption. As demand for pet services increases, providers are encouraged to maintain evidence-based practices, particularly in areas like veterinary care, grooming, and training. Documentation of pet health, daily routines, and progress tracking are crucial for ensuring customer satisfaction and compliance with industry standards. Frost & Sullivan's report on the Indian pet care market mentions the increasing preference for premium pet care services among Indian pet owners. As a result, there is a growing emphasis on maintaining clear evidence of care standards, such as detailed health records, service feedback, and certifications. Transparency through evidence is a key factor in building trust and loyalty among customers, especially as the market becomes more competitive. The Indian Pet Industry Association reports that the pet care industry in India is evolving, with consumers increasingly looking for reliable and trustworthy providers. IPIA suggests that pet care businesses need to keep comprehensive records of their services, including client feedback, pet health data, and incident reports. Such evidence can help service providers enhance operational efficiency, meet regulatory requirements, and build consumer confidence.

	This Qualification Pack will be used across industry which is organised. It would be used by the training institute for new trainings/For employers to conduct RPL and for annual Appraisal.
3.	Government /Industry initiatives/ requirement (Yes/No): NO
4.	Number of Industry validation provided: 16
5.	Estimated nos. of persons to be trained and employed: 1100
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: <i>Line Ministry Concurrence is awaited</i> 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 <i>(Mandatory)</i>	<i>Annexure 1</i>
2.	Annexure: List of tools and equipment relevant for qualification <i>(Mandatory, except in case of online course)</i>	<i>Annexure 2</i>
3.	Annexure: Detailed Assessment Criteria <i>(Mandatory)</i>	<i>Annexure 6</i>
4.	Annexure: Assessment Strategy <i>(Mandatory)</i>	<i>Annexure 7</i>
5.	Annexure: Blended Learning <i>(Mandatory, in case selected Mode of delivery is “Blended Learning”)</i>	<i>Annexure 5</i>
6.	Annexure: Multiple Entry-Exit Details <i>(Mandatory, in case qualification has multiple Entry-Exit)</i>	
7.	Annexure: Acronym and Glossary <i>(Optional)</i>	<i>Annexure 8</i>
8.	Supporting Document: Model Curriculum <i>(Mandatory – Public view)</i>	<i>Model Curriculum</i>
9.	Supporting Document: Career Progression <i>(Mandatory - Public view)</i>	
10.	Supporting Document: Occupational Map <i>(Mandatory)</i>	
11.	Supporting Document: Assessment SOP <i>(Mandatory)</i>	
12.	Any other document you wish to submit:	

Annexure 1: 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	• Carry out grooming activities of the pets • Maintain the surroundings near pets neat and clean • Attend to the nutritional needs of the pets as per requirement and schedule • Take care of the pets' medical needs • Understand and respond to physical, mental, emotional and behavioural needs of the pets • Develop strong relationship with pets and their owners	As can be inferred from the learning outcomes and performance criteria of the Qualification listed in the adjacent cell, the Pet Caretaker requires well developed skill, with clear choice of procedures in familiar context. Hence NSQF level for this descriptor is 3.5	3.5
Professional and Technical Skills/ Expertise/ Professional Knowledge	• Various types of pets and their grooming, feeding and nutritional needs and strategies to fulfil these varied needs • Maintenance and use of different types of grooming, bathing and feeding equipment • Techniques to communicate and build rapport with different breeds of pets • Record maintenance practices • How to perform first aid and CPR on pets • strategies followed to administer different types of medications as prescribed to the pets • Types of trainings given to pets	As can be inferred from the knowledge and understanding related points mentioned in the adjacent cell, which have been taken from the Pet Caretaker qualification pack, job role holder must have a knowledge of facts, principles, processes and general concepts, in a field of work or study. Hence NSQF level for this descriptor is 3.5	3.5

Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	• Communication Skill • Decision Making • Planning • Coordinating skills • Record keeping	As can be inferred from the knowledge and understanding related points mentioned in the adjacent cell, which have been taken from the Pet Caretaker qualification pack, job role holder must have a knowledge of facts, principles, processes and general concepts, in a field of work or study. Hence NSQF level for this descriptor is 3.5	3.5
Broad Learning Outcomes/Core Skill	• Reading and writing skills • Communication Skills • Decision Making • Planning • Rapport building	As can be inferred from the knowledge and understanding related points mentioned in the adjacent cell, which have been taken from the Pet Caretaker qualification pack, job role holder must have a knowledge of facts, principles, processes and general concepts, in a field of work or study. Hence NSQF level for this descriptor is 4	3.5
Responsibility	• Develop personal and professional goals and objectives • Identify strengths and weaknesses in relation to goals and objectives • Evaluate own capacity to meet goals and objectives • Determine personal development needs in order to perform role as desired	As can be inferred from the knowledge and understanding related points mentioned in the adjacent cell, Pet Caretaker must take responsibility for own work and learning and some responsibility for others' works and learning. Hence NSQF level for this descriptor is 3.5	3.5

Annexure 2: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment

Batch Size:

	Tool / Equipment Name	Specification	Quantity for specified Batch size
1.	Grooming brushes	Standard	5
2.	Nail clippers	Standard	5
3.	Hair brushes & combs	Standard	5
4.	Scissors	Standard	2
5.	Pet diapers	Standard	1 PKT
6.	Various clothes for different seasons for different types of pets	Standard	1 set for each
7.	Detergents	Standard	1 pkt
8.	Other laundry items Dry Sheet, Towels	Standard	5 set for each batch
9.	Pet shampoo and water supply	Standard	1
10.	Toothpaste and toothbrush for pets	Standard	5 set for each batch
11.	Cleaning items such as brush, Dust pans, Mops, Disinfectant etc.	Standard	5 set for each batch
12.	Hair trimmer for pets	Standard	5
13.	Bedding items for the pets	Standard	5 set for each batch
14.	Feeding utensils of pets	Standard	5 set for each batch
15.	Supplements of different types for the pets	Standard	5 set for each batch
16.	Different food items for pets	Standard	5 set for each batch samples
17.	Different types of formulas for pets	Standard	
18.	First aid kit for pets including wound care items, Antiseptic, Bandage, Medications for different conditions of pets	Standard	1 for each

19.	Different types of play items for pets	Standard	different tryoes of toys any 5
20.	Different items for rewards and treats for pets	Standard	1 pkt
21.	Mobile phone	Standard	1
22.	Papers / small notepad	Standard	30
23.	Pen	Standard	30
24.	Fax machine	Standard	1
25.	Computer	Standard	1
26.	Cleaners	Standard	1 bottle
27.	Broom	Standard	5
28.	Wiper	Standard	5
29.	Napkins	Standard	2 pkt
30.	Handkerchief	Standard	30 for each
31.	Clean Clothes	Standard	5
32.	Pet Deodrant	Standard	
33.	anti Fungle Spray	Standard	
34.	Gum boots	Standard	
35.	Tick-free shampoo / or spray	Standard	
36.	Anti fungle powder	Standard	
37.	Leash (As per dog size and weight)	Standard	1 each for sample
38.	Mask (As per dog Size)	Standard	1 each for sample
39.	Dog Harness (As per dog size and weight)	Standard	1 each for sample
40.	Collar (As per dog size and weight)	Standard	1 each for sample
41.	Vaccination card	Standard	1 each for sample

42.	Water	Standard	
43.	PPE (such as eyewear, gloves, boots etc.)	Standard	30 sets
44.	Different Colour Dustbins As Per Waste Categorisation	Standard	
45.	Garbage Bags	Standard	

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Laptops
2. Whiteboards and markers
3. Projector
4. Screen
5. Chart paper
6. AV equipment
7. Stationery
8. Telephone connection

Annexure 3: 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.	Lady Irwin College	Dr. Madhuri Nigam,	Associate Professor, Teacher in Charge	Lady Irwin College, Sikandra Road, New Delhi - 110001	9811455857	Madhuri.nigam@lic.du.ac.in		

2.	Portea Medical (Healthvista India Limited)	Mr Sushil Rathor,	HRBP North India	FIEE Complex, A29, Block A, Okhla Phase II, New Delhi, 110020	8447756948	sushil.rathor@porteamedical.com	https://www.portea.com
3.	Kam-Avida Enviro Engineers Private Limited	Mr M Krishna,	Managing Director	Plot No. 2, Survey No. 255/1, Hinjewadi, Tal., Mulshi, Maharashtra 411057	9822025166	mk@kam-avida.com	https://www.kamavida.com
4.	Zigly	Deepak Sharma	Store Manager	A-1, Ground Floor, Block A, Kailash Colony, New Delhi, 110048	7840034605	sm_del_001@zigly.com	https://zigly.com
5.	Heads Up For Tails	Praveen	Senior Sales Associate	A-13, Ground Floor, Kailash Colony, New Delhi, 110048	9582615339	praveenyadav2441997@gmail.com	https://headsupfortails.com
6.	Sarika Safety Services	Amol Mane	General Manager	D-403, Shreyash Vihar Purandar colony, Bhekari Nagar, Phursungi, Pune, Maharashtra - 412308	9689429201	sarikasafty10@gmail.com	https://sarikasafety.com
7.	Special Saathi	Shilpi Mayank Awasthi	Founder	A-1204, Gaur Grandeur, Sector 119, Noida, Uttar Pradesh	8860068398	shilpi@specialsaathi.com	https://specialsaathi.com
8.	Aalamaram learning Academy pvt ltd	Lakshmi Vaikunth	Trainer	Thiruvannamiyur Chennai 600041	9962339278	aalamaramglobal@gmail.com	https://www.zauba.com
9.	Hire For Care	Rajat Vij	CEO & Management Trustee	Mumbai	9619218826	Rajat@hireforcare.com	https://hireforcare.com

10.	Sahajya Foundation	Biplap Naik	CEO & Management Trustee	Orrisa	7008195714	sahajya.foundation@gmail.com		https://sahajya.org
11.	KAVIN FACILITY SERVICES	V. KARTHIKEYAN	Proprietor	# 58, Bay Watch Farm Pandian Nagar, Vettuvankeni Chennai – 600115	9841086878	kavinfacilityservices@gmail.com		https://www.indiamart.com
12.	Satyam College of polytechnic	Mr. Paras Chaddha	Principal	Opp. Allowal Gate, Jalandhar Road, Nakodar Punjab	9501315310	satyampolytechnic2011@gmail.com		https://www.satyampolytechnic.org
13	Satyam Institute of Management and Technology	Mr. Vipin Sharma	President	Opp. Allowal Gate, Jalandhar Road, Nakodar Punjab	9814525549	chairmansgi11@gmail.com		https://sitempatna.com
14	Swami Praganand ji Educational Society	Mr. Vipin Sharma	President	Opp. Allowal Gate, Jalandhar Road, Nakodar Punjab	9814525549	chairmansgi11@gmail.com		https://swamipraganandjieducationalsociety.in
15	Bollineni Medskills Gems & Hospital Campus	Nageshwar Rao	Executive Director	Bollineni Medskills Gems & Hospital Campus , Srikulam Ragolu, AP - 532484	7680945302	ch@gems.edu.in		https://www.bollinenimedskills.in
16	PMS HR Solutions Pvt. Ltd.,	SATISH PARIMAL	CEO	B1/503, Shree Shrushti CHS, Near ATZ Business Center, Yewalewadi,Pune	9028045820	satishparimal@gmail.com		https://pmsolutions.com

Annexure 4: Training & Employment Details

Training and Employment Projections:

Year	Total Candidates		Women		People with Disability	
	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities
2025	200	200	70	56	6	
2026	300	400	120	96	7	
2027	600	560	170	136	9	

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

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.
- 2.

Content availability for previous versions of qualifications:

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

Languages in which Content is available:

Annexure 5: Blended Learning

Blended Learning Estimated Ratio & Recommended Tools:

Refer NCVET "Guidelines for Blended Learning for Vocational Education, Training & Skilling" available on:

<https://ncvet.gov.in/sites/default/files/Guidelines%20for%20Blended%20Learning%20for%20Vocational%20Education,%20Training%20&%20Skilling.pdf>

S. No.	Select the Components of the Qualification	List Recommended Tools – for all Selected Components	Offline : Online Ratio
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1	☐ Theory/ Lectures - Imparting theoretical and conceptual knowledge	LCD, Projector, Laptop, MSOffice Suite, Flipchart, whiteboard, Markers, wi-fi connectivity	50:50
2	☐ Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners		
3	☐ Showing Practical Demonstrations to the learners	LCD, Projector, Laptop, MSOffice Suite, various tools and software, computer camera, computer speakers, wi-fi connectivity	50:50
4	☐ Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training	Computer systems for all students, printers, wi-fi connectivity	50:50
5	☐ Tutorials/ Assignments/ Drill/ Practice	Learning management system	0:100
6	☐ Proctored Monitoring/ Assessment/ Evaluation/ Examinations	Online assessment portals, tablet for each student	0:100
7	☐ On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training	Access to industry partner in relevant field	100:0

Annexure 6: 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
DWC/N0315: Ensure to fulfil grooming and cleaning needs of the pets, v1.0	Carry out grooming activities of the pets	20	30		10
	1. Identify the specific grooming needs of pets based on their breed, age, and health condition.				
	2. Perform grooming tasks such as bathing, brushing, nail clipping, and ear cleaning following proper techniques.				
	3. Use suitable grooming tools and products to avoid harm or irritation to the pet.				
	4. Maintain cleanliness and hygiene of the grooming area and equipment.				
	5. Recognize signs of skin issues, infections, or parasites and report to the owner.				
	6. Adhere to safety measures to ensure the pet's comfort during the grooming process.				
	7. Follow any instructions provided by the pet owner regarding special grooming needs.				
	8. manage female pets during their menstruation				
	9. ensure that the pet is clean and hygienic at all times				

	10. Handle pets with behavioral issues by employing safe handling techniques and calming strategies to ensure a stress-free grooming experience.				
	11. Select and use pet-safe grooming products tailored to the specific needs of each pet, considering allergies, sensitivities, and breed-specific requirements.				
	12. Implement stress-reducing techniques during grooming, such as creating a calm environment, using gentle handling methods, and offering breaks when needed.				
	Keep the surrounding areas neat and clean	10	30		
	13. clear off any pet messes				
	14. clean out litter boxes, cages, and aquariums				
	15. vacuum pet hair and dander off carpets and furniture.				
	16. perform housekeeping duties such as cleaning, laundry, dish washing and bed making for the pets				
	Total Marks	30	60		10
DWC/N0316: Offer general care to the pets in accordance to their needs, v1.0	Attend to the nutritional needs of the pets as per requirement and schedule	10	10		5
	PC1. Feed pets the appropriate diet as per their nutritional requirements and owner's instructions.				
	PC2. feed and provide freshwater to the pets, based on instructions and requirement				
	PC3. cook and store special meals for pets as instructed by pet owners				
	PC4. administer supplements to the pets in food or otherwise				
	Take care of the pets' medical needs	10	15		2
	PC5. check for signs of disease or distress.				
	PC6. perform wound care on pets that are injured or have gone through surgery.				
	PC7. apply new dressings.				
	PC8. mix formulas or medications according to instructions.				
	PC9. administer medication to pets according to the instructions provided by pet owners and/or veterinary.				
	PC10. accompany pets to the veterinary for check-ups or vaccinations				
	PC11. ensure that the pets have been immunized on a regular basis				
	PC12. follow practices to prevent any type of disease, illness or injury in pets				
	PC13. use technology, such as pet monitoring apps or digital records, to track health, grooming, and general care.				
	Understand and respond to physical, mental, emotional and behavioural needs of the pets	20	25		3

	PC14. encourage pets to exercise as needed				
	PC15. take pets for regular walks				
	PC16. massage pets as and when required				
	PC17. plan plays, both indoor and outdoor, with pets to encourage mental and physical stimulation.				
	PC18. ensure safety of pets during plays by watching out their movements				
	PC19. prepare the play areas as per the requirement and directions				
	PC20. look for any signs of change in behaviour				
	PC21. give rewards and treats for good behaviours				
	PC22. understand different types of behaviours in pets				
	PC23. ensure pets have plenty of space to eliminate.				
	PC24. lift and move pets as needed.				
	PC25. train pets to modify their behaviours				
	Total Marks	40	50		10
DWC/N0317: Build a healthy relationship with the pets and their owners, v1.0	Maintain proper documentation	5	10		
	PC1. document pet care with dates, times and services rendered in a neat and professional manner				
	PC2. keep records of feeding, exercise, and medication schedule.				
	PC3. record weight, size, physical condition, treatments received, medications given, and food intake.				
	Develop strong relationship with family members	15	20		
	PC4. communicate effectively and actively with pets and their owners				
	PC5. observe confidentiality with the family				
	PC6. gather pertinent pet care information from the owners				
	PC7. keep the owners up-to-date with pets' information				
	PC8. notify pet owners of pet illnesses or injuries that may occur				
	PC9. report behavioural issues to pet owners				
	PC10. maintain privacy of the family				
	PC11. provide additional customer service as requested by clients, which may include picking up mail, watering plants and opening and closing blinds or curtains				
	Total Marks	20	30		
DWC/N9902: Display standards of hygiene and work etiquettes, v7.0	Maintain standards of behavioral, personal and telephone etiquette	11	14		
	PC1. interact in a courteous and disciplined manner with all				
	PC2. dress appropriately and maintain a well- groomed personality				
	PC3. ensure not to argue with the employer/guest				
	PC4. listen attentively and answer back politely				

	Follow practices of hygiene	18	32		
	PC5. maintain personal hygiene				
	PC6. follow hygiene practices at workplace, such as covering ones mouth while coughing or sneezing, washing hands regularly etc.				
	PC7. do not eat or chew while talking				
	PC8. report any personal health issues related to injury, food, air and infectious diseases to the appropriate person				
	Handle work in a professional manner	10	15		
	PC9. establish and agree your work requirements with the person concerned				
	PC10. report any kind of issue to the appropriate person				
	Total Marks	39	61		
DWC/N0228: Communicate effectively with individuals at all levels and practice inclusivity , v2.0	with others in an efficient manner	10	20		
	PC1. interact with people at workplace in a polite and professional manner				
	PC2. listen actively to the issues or requirements and respond timely and appropriately				
	PC3. trust, support and respect people at workplace				
	PC4. offer friendly, courteous and hospitable service to others				
	PC5. avoid interrupting others while they talk				
	PC6. pass on appropriate information to others and in a time bound manner				
	PC7. seek and provide feedback to others on a regular basis				
	PC8. maintain clarity, honesty and transparency while communicating with others				
	PC9. respect the personal and professional space of people at workplace				
	PC10. maintain appropriate body language while communicating with others				
	Practice inclusive behaviour	10	10		
	PC11. respect people across all, age groups, genders, religions, and caste				
	PC12. empathize with the people with disability and elderly				
	PC13. offer support or help to a person with a disability and elderly, if asked				
	PC14. use inclusive language that is sensitive to people towards all gender, disability and age				
	PC15. ensure to adhere to the guidelines laid in Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act				
	PC16. report any violation of prevention of sexual harassment (POSH) rules immediately to the POSH committee				
	Total Marks	20	30		
	Follow measures of safety and security at workplace	11	19		

DWC/N9903: Maintain a clean and secure working environment, v5.0	PC1. perform first aid techniques including CPR in case of such a situation				
	PC2. report any identified breaches in health, safety, and security to the designated person				
	PC3. identify any hazards and deal with them in safe and competent manner within the limits of ones authority				
	Manage waste and ensure cleanliness	17	28		
	PC4. identify and wear appropriate cleaning gear for waste disposal as required				
	PC5. clean waste from the work area thoroughly and according to instructions				
	PC6. collect and segregate waste according to type				
	PC7. reduce the volume of waste through appropriate techniques and throw waste in appropriate waste container/ assigned bins				
	PC8. change disposable garbage bags when full and clean the waste bins regularly				
	PC9. inspect the work site and ensure they are clear of waste				
	Adopt practices to promote wellbeing	9	16		
	PC10. clean the place of dust or any particulate matters				
	PC11. arrange for adequate ventilation				
	PC12. make use of techniques to manage pollution such as noise, air etc.				
	Total Marks	37	63		
DGT/VSQ/N0102: Employability skills	1. Introduction to Employability skills				
	2. Constitutional values				
	3. Becoming a professional in the 21st century				
	4. Basic English skills				
	5. Career development and goal setting				
	6. Communication skills				
	7. Diversity and inclusion				
	8. Financial and legal literacy				
	9. Essential digital skills				
	10. Entrepreneurship				

	11. Customer service				
	12. Getting ready for apprenticeship and job				
	Total Marks	20	30		
Grand Total		550			

Annexure 7: 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 will be assessed separately.
2. The candidate must score 70% 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 8: 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