



QUALIFICATION FILE

Milk Collection Center In charge

☒ 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:

Agriculture Skill Council of India

Unit No. 101, First Floor, Greenwoods Plaza, Block 'B', Greenwoods City, Sector 45, Gurugram -122009, Haryana.

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NSQC APPROVED

Section 1: Basic Details

1.	Qualification Name	Milk Collection Center in charge																
2.	Sector/s	Agriculture																
3.	Type of Qualification: ☐ New ☒ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing qualification: QG-04-AG-00299-2023-V1.1-ASCI	Qualification Name of existing/previous version: Village Level Milk Collection Center In charge															
4.	a. OEM Name b. Qualification Name (Wherever applicable)	NA																
5.	National Qualification Register (NQR) Code &Version (Will be issued after NSQC approval)	QG-04-AG-03913-2025-V2-ASCI & version 2	6. NCrf/NSQF Level: 4															
7.	Award (Certificate/Diploma/Advance Diploma/ Any Other (Wherever applicable specify multiple entry/exits also & provide details in annexure)	Certificate																
8.	Brief Description of the Qualification	A Milk Collection Centre in charge is responsible for first-level milk collection & testing. The individual ensures the milk is stored in a safe environment that avoids spoilage. The individual should be competent enough in clean milk production, hygienic milk handling and ensuring milk safety																
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>12th grade pass or equivalent</td> <td></td> </tr> <tr> <td>2</td> <td>10 Grade pass</td> <td>3 years of relevant experience in Agriculture and allied sectors</td> </tr> <tr> <td>3</td> <td>Previous NSQF level 3.5</td> <td>1.5 years of relevant experience in Agriculture and allied sectors</td> </tr> <tr> <td>4</td> <td>Previous NSQF level 3</td> <td>3 years of relevant experience in Agriculture and allied sectors</td> </tr> </tbody> </table> b. Age: NA		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)	1	12 th grade pass or equivalent		2	10 Grade pass	3 years of relevant experience in Agriculture and allied sectors	3	Previous NSQF level 3.5	1.5 years of relevant experience in Agriculture and allied sectors	4	Previous NSQF level 3	3 years of relevant experience in Agriculture and allied sectors
S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)																
1	12 th grade pass or equivalent																	
2	10 Grade pass	3 years of relevant experience in Agriculture and allied sectors																
3	Previous NSQF level 3.5	1.5 years of relevant experience in Agriculture and allied sectors																
4	Previous NSQF level 3	3 years of relevant experience in Agriculture and allied sectors																
10.	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrf))	13	11. Common Cost Norm Category (I/II/III) (wherever applicable): I															

12.	Any Licensing requirements for Undertaking Training on This Qualification (wherever applicable)	NA																						
13.	Training Duration by Modes of Training Delivery (Specify Total Duration as per selected training delivery modes and as per requirement of the qualification)	☒ 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>150</td> <td>120</td> <td>120</td> <td></td> <td>390</td> </tr> <tr> <td>Online</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> (Refer Blended Learning Annexure for details)					Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)	Classroom (offline)	150	120	120		390	Online					
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																			
Classroom (offline)	150	120	120		390																			
Online																								
14.	Aligned to NCO/ISCO Code/s (if no code is available mention the same)	NCO-2015/6121																						
15.	Progression path after attaining the qualification (Please show Professional and Academic progression)	Milk Procurement & Input Supervisor(L5)																						
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	☐ 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: <i>SHI</i>																						
19.	How Participation of Women will be Encouraged	Batches specific to women will be formed																						
20.	Are Greening/ Environment Sustainability Aspects Covered (Specify the NOS/Module which covers it)	☒ Yes ☐ No DGT/VSQ/N0102 (v1.0)																						
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 (In case of CS or MS, provide details of both Lead AB & Supporting ABs)	Name: Ms Purnambica K Email: standards@asci-india.com Website: www.asci-india.com Contact No.: 0124-4670029																						
23.	Final Approval Date by NSQC: 06-06-2025	24. Validity Duration: 3 years post NSQC Approval			25. Next Review Date: 30-04-2028																			

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	Prepare the milk collection center for operations	AGR/N4206 (v3.0)	Core	4	2	30	30			60	40	39		21	100	20
2	Carry Out Milk Collection Activities	AGR/N4207 (v3.0)	Core	4	2	20	40			60	40	40		20	100	20
3	Complete Documentation, Record Keeping and Payments Related to Milk Collection Operations	AGR/N4208 (v3.0)	Core	4	1	15	15			30	39	38		23	100	15
4	Operate and Maintain the Automatic Milk Collection Unit	AGR/N4224 (v3.0)	Core	4	1	10	20			30	40	34		26	100	20
5	Ensure Safety, Hygiene and Sanitation at Milk Collection Center	AGR/N4209 (v3.0)	Non-Core	4	1	15	15			30	42	36		22	100	15
6	Employability Skills (60 Hours)	DGT/VSQ/N0102 (v1.0)	Non-Core	4	2	60				60	20	30			50	10
7	OJT (Mandatory)				4			120								
Duration (in Hours) / Total Marks					13	150	120	120		390	221	217		112	550	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)	Diploma in Veterinary/Animal Husbandry / Dairying with 3 years of relevant industry experience in Procurement of perishable items* *Regular Diploma morethan 15 months in veterinary /Animal Husbandry / Dairying OR Graduate (any stream except Agriculture/Dairy Science/ Dairy Technology) with 3 years of relevant industry experience in Procurement of perishable items** **For the school Program minimum qualification of the Trainer should be Graduate (Agriculture/ Zoology/Dairy) with minimum 3 years Teaching experience (will be considered industry experience) OR Graduate (Agriculture) with 2 years of relevant industry experience in Procurement of perishable items OR B. V. Sc. OR Graduate (Dairy Science/ Dairy Technology)
2.	Master Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	5 years of training experience after Graduation (any stream except Agriculture/Dairy Science/ Dairy Technology) with 3 years of relevant industry experience in Procurement of perishable items OR 5 years of training experience after Graduation(Agriculture) with 2 years of relevant industry experience in Procurement of perishable items OR 5 years of training experience after B. V. Sc. OR 5 years of training experience after Graduation (Dairy Science/ Dairy Technology)
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	NA

Section 4: Assessment Related

	Assessor's Qualification and experience in relevant sector (in years) <i>(as per NCVET guidelines)</i>	B. V. Sc with 4 years of relevant industry experience In Dairy Science/Animal Science/Veterinary Science or related experience OR B. Tech (Dairy and related streams) 4 years of relevant industry experience in Dairy Science/Animal Science/Veterinary Science or related experience OR B. Sc (Animal Sciences/ Dairy Science/ Dairy Technology) with 5 years of relevant industry experience in Dairy Science/Animal Science/Veterinary Science or related experience OR M. V. Sc with 2 years of relevant industry experience In Dairy Science/Animal Science/Veterinary Science or related experience OR M Sc (Animal Science/Dairy Science/Dairy Technology) with 2 years of relevant industry experience In Dairy Science/Animal Science/Veterinary Science or related experience OR PhD with 1 year of relevant industry experience in Dairy Science/Animal Science/Veterinary Science or related experience
	Proctor's Qualification and experience in relevant sector (in years) <i>(as per NCVET guidelines)</i>	Diploma/Graduate (It is mandatory for a proctor to have technical knowledge/IT knowledge Once a proctor has been on-boarded by any AA, they are oriented about skill ecosystem along with do's and don'ts.)
	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) <i>(as per NCVET guidelines)</i>	Post graduate (M.V.Sc/MSc Animal Science/Dairy Science/Dairy Technology) with 10 years of relevant experience In Dairy Science/Animal Science/Veterinary Science or related experience
	Assessment Mode <i>(Specify the assessment mode)</i>	Offline
	Tools and Equipment Required for Assessment	☒ Same as for training ☒ Yes ☐ No <i>(details to be provided in Annexure-if it is different for Assessment)</i>

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): No

3.	Government /Industry initiatives/ requirement (Yes/No): No
4.	Number of Industry validation provided: 10
5.	Estimated nos. of persons to be trained and employed: 2000
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: Awaited, Letter sent on 05 January 2025 to AS MoAFW and reminder sent on 16 Jan 2025

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>	Annexure-1
2.	Annexure: List of tools and equipment relevant for qualification <i>(Mandatory, except in case of online course)</i>	Annexure-2
3.	Annexure: Detailed Assessment Criteria <i>(Mandatory)</i>	Annexure-5
4.	Annexure: Assessment Strategy <i>(Mandatory)</i>	Annexure-6
5.	Annexure: Blended Learning <i>(Mandatory, in case selected Mode of delivery is "Blended Learning")</i>	NA
6.	Annexure: Multiple Entry-Exit Details <i>(Mandatory, in case qualification has multiple Entry-Exit)</i>	NA
7.	Annexure: Acronym and Glossary <i>(Optional)</i>	
8.	Supporting Document: Model Curriculum <i>(Mandatory – Public view)</i>	Annexure-7
9.	Supporting Document: Career Progression <i>(Mandatory - Public view)</i>	Milk collection center in charge (L4), Milk Procurement & Input Supervisor(L5)
10.	Supporting Document: Occupational Map <i>(Mandatory)</i>	Annexure-8
11.	Supporting Document: Assessment SOP <i>(Mandatory)</i>	Annexure-9
12.	Any other document you wish to submit:	

Annexure 1: Evidence of Level

NSQF Domain	NSQF Domain	NSQF Domain	NCrf/NSQF Level
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Process	• Prepare the collection Centre • Measure the quality • Milk testing • Support in post collection activities	The Milk Collection In Charge shall prepare the milk collection centre to handle the milk received from individual milk producers/farmers. The individual must be able to Prepare for measurement of milk and initial quality testing daily milk collection, milk handling and post milk collection activities to be performed by the MCC in charge.	4
Professional knowledge	• Documentation of Records • Storage Parameters • Build Trust & Maintain transparency • Optimise resource utilisation	The Milk Collection In Charge shall help in Documentation of essential records for milk collection, Document and maintain records of storage parameters Payment to milk producers/suppliers Maintain transparency for building trust among members	4
Professional skill	• Operate AMCU • Maintain AMCU • Functions for collection and storage • Maintain clean and safe workplace	The Milk Collection In Charge shall work to operate the routine maintenance of the Automatic Milk Collection Unit (AMCU) Perform safety and sanitation related functions for collection and storage. Ensure personal hygiene. Ensure general cleanliness and upkeep of the milk collection centre	4
Core Skills	• Milk testing and Handling • Communication & Relationship Management • Basic Arithmetic principles	Language to communicate written or oral, with required clarity, skill to basic arithmetic and algebraic principles, basic understanding of social political and natural environment.	4
Responsibility	• Core Skills	• Milk testing and Handling • Communication & Relationship Management Basic Arithmetic principles	4

Annexure 2: 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	Sterilizers	Nos	1
2	Flasks	Nos	1
3	Refractometer	Nos	1
4	TDS Meter	Nos	1
5	Measuring Jars	Nos	1
6	Electronic Weighing Machine	Nos	1
7	Lactometer	Nos	1
8	Plunger	Nos	1
9	Glassware	Nos	1
10	Adulteration Kit	Nos	1
11	pH meters	Nos	1
12	Dead Weight	Nos	1
13	Sanitizers	Nos	1
14	Analysers	Nos	1
15	Dipper	Nos	1
16	Video Recording Equipment	Nos	1

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Whiteboard
2. Markers

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	Centre for Microfinance	Amit Kumar	Head	Jaipur, Rajasthan		amit.kumar@cmfraj.org	

2	QBOID IOTECH Pvt Ltd	Mr. Utkarsh Kapoor	Chief Executive Officer	Gurugram	8130215577	utkarsh@quboid.io	
3	Jordbrukare India Pvt Ltd	Dr. Simrandeep Singh	Coordinator Research			simrandeep.singh@jordbrukare.com	
4	Amar Singh College	Sanjay Kumar Gupta	Dean Department of Agriculture	Bulandshahr		ascollegelkt@gmail.com	
5	Post-Graduation Department of Agriculture	Dr. Randeep Kaur and Dr. Lavleen Kaur	Associate Professor and Assistant Professor	Amritsar	9915305271	lavleenkaur@khalsacollege.edu.in	
6	Aplo College of Veterinary Medicine	Dr. Charan Singh Sharma	Dean Department of Agriculture	Jaipur		apollovetjaipur@gmail.com	
7	Vanita Milk & Farming Producer Company Limited	Mr. Sunil Yadav	Chief Executive Officer			sky9799661409@gmail.com	
8	GeoFlow AI	Mr. Nitish	Chief Executive Officer			business@genflowai.com	
9	Anajori Development Society	Maitur Rahman	President			anajoridevelopmentsociety@gmail.com	
10	Centre for Agricultural Advancement and Futuristic Environment (CAAFE)	Sumit Srivastava	General Manager	New Delhi	9889990102	info@caafe.in	

Annexure 4: Training & Employment Details

Training and Employment Projections:

Year	Total Candidates		Women		People with Disability	
	Estimated Training PC.	Estimated Employment Opportunities	Estimated Training PC.	Estimated Employment Opportunities	Estimated Training PC.	Estimated Employment Opportunities
2025-26	500	10	10	0	0	0
2026-27	500	10	10	0	0	0
2027-28	1000	10	10	0	0	0

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
3.0	2022-23	120	119	109	0	120	119	109	0	0	0	0	0
3.0	2023-24	120	85	85	0	118	85	85	0	0	0	0	0

3.0	2024-25	35	23	16	0	0	0	0	0	0	0	0	0
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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. Tejaswini Govt of Jharkhand
- 2. PMKVY

Content availability for previous versions of qualifications:

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

Languages in which Content is available: Hindi and English

Annexure 5: 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
AGR/N4206: Prepare the milk collection center for operations	<i>Prepare milk collection equipments</i>	25	23	-	13
	PC1. clean and prepare the center for milk collection	-	-	-	-
	PC2. ensure hygiene and cleanliness of all milk collection equipment as per standards, ensure equipment are free of fat stains, dust and odour, follow the cleaning SOP as per schedule and in case of visible fat stains or odour	-	-	-	-
	PC3. handle milk handling material like sampler, sample bottles, sample bottle stand as per standard procedure	-	-	-	-
	PC4. store, use and clean milk filter in hygienic manner following prescribed procedure	-	-	-	-
	PC5. ensure all equipment used for milk collection are ready for collection	-	-	-	-
	PC6. ensure that producer masters are updated, and rate charts changes are incorporated in the system	-	-	-	-
	PC 7. Check water level in the UPS battery and top it if level is low				
	<i>Prepare for measurement of milk and initial qualitytesting</i>	15	16	-	8
	PC8. check and operate electronic weigh scale or use standard measure for determining quantity of milk	-	-	-	-
	PC 9. check for accuracy and operate milk analyser for I quality testing	-	-	-	-
	PC 10. check with Gerber centrifugal method using standard glassware and chemicals and apply correction factor in case of variation				
	PC9. ensure proper maintenance of the center and availability of power and potable water for running the milk reception and testing	-	-	-	-

	PC10. ensure all stationary and other necessary articles s for reception testing and record are available	-	-	-	-
	NOS Total	40	39		21
AGR/N4207: Carry Out Milk Collection Activities	<i>Milk can collection, unloading and transfer of milk</i>	20	20	-	10
	PC1. ensure that all the equipment and reagents for milk testing are ready for milk collection	-	-	-	-
	PC2. ensure that cans for receiving milk are clean and rinsed, applied with filter	-	-	-	-
	PC3. carry out organoleptic tests of milk and identify doubtful milk	-	-	-	-
	PC 4. Use advanced tools like handheld lactometers and digital sniff testers for improved accuracy in testing				
	PC 5 . collect a sample of milk and test for acceptability	-	-	-	-
	PC 6 . ensure that the milk is properly measured, filtered and poured in can	-	-	-	-
	PC 7. brief the producers use of appropriate type of vessel for handling milk and not using any plastic vessels	-	-	-	-
	PC 8. take appropriate measures to maintain the quality of collected milk	-	-	-	-
	<i>Milk testing recording and dispatch</i>	20	20	-	10
	PC 9 . test and record the electronic data such as weight, FAT/SNF into computer	-	-	-	-
	PC 10. print-electronic slip containing weight, fat, SNF, and price of milk and handover to producers for reference	-	-	-	-
	PC11. generate shift end summary of milk collected	-	-	-	-
	PC12. hand over milk to transporter as per SOP and generate dispatch report	-	-	-	-
	PC13. calculate difference between milk collected and dispatch, ascertain reasons for losses if any and control the losses	-	-	-	-

	PC14. ensure that the identified adulterated milk owner is properly briefed about importance of quality of milk	-	-	-	-
	PC15. shut down the system as per manufacturer guidelines	-	-	-	-
	PC16. clean milk analyser as per SOP daily, weekly and monthly routines	-	-	-	-
	PC17. clean all the equipment after collection, dispose of sample milk, store records and chemicals to their respective locations	-	-	-	-
	NOS TOTAL	40	40		20
AGR/N4208: Complete Documentation, Record Keeping and Payments Related to MilkCollection Operations	<i>Documentation of essential records for milkcollection</i>	15	15	-	10
	PC1. ensure that records of milk collection and statutory documents are maintained up-to-date	-	-	-	-
	PC2. maintain shift-wise collections, dispatch and Fat/SNF balance records	-	-	-	-
	PC3. maintain records of milk procurement ,prices and farmer codes in physical/ digital mode	-	-	-	-
	PC4. maintain sales data, sales proceeds, expenses, and calculate profitability	-	-	-	-
	PC5. maintain a record of input services and other activities conducted in the village	-	-	-	-
	PC6. verify the documents and track details in cases of concerns	-	-	-	-
	PC7. maintain records of system repairs, calibration, and price chart changes as per parent organization policy	-	-	-	-
	PC8. maintain organization-related and legal records – Bye-laws, legal meterology, audit reports, membership, FSSAI Registration, Milk sampling by health authorities meeting proceedings and shares records	-	-	-	-
	<i>Milk payment mechanism</i>	24	23	-	13
	PC9. ensure that the amount payable to the farmer is calculated				

	based on FAT content, weight and SNF levels and even include incentive/penalty system	-	-	-	-
	PC10. Ensure that recoveries on account of inputs and material issued to the producers is taken care of while making payment				
	PC11. prepare producer-wise and consolidated payment as per payment cycle and also maintain individual and general ledger	-	-	-	-
	PC12. carry out withdrawal of cash from bank/use UPI based payment systems to make payment to farmers/suppliers on the due date	-	-	-	-
	PC13. support for proper governance of the DCS/Group	-	-	-	-
	PC14. adhere to principles of cooperatives/SHGs	-	-	-	-
	PC15. promote collective bargaining and learning	-	-	-	-
	PC16. arrange for CMP and productivity enhancement services to the producer members	-	-	-	-
	PC17. ensure that proper transparency is maintained during milk collection, testing and payment	-	-	-	-
	PC18. maintain a grievance register to record grievances from suppliers/farmers and arrange redressal	-	-	-	-
	PC19. organize monthly/quarterly/half- yearly meetings with the producer members to address their concerns	-	-	-	-
	PC20. liaise with parent organization to mobilize required support and services as required	-	-	-	-
	NOS TOTAL	39	38		23
AGR/N4224: Operate and Maintain the	<i>Operation of the AMCU</i>	20	18	-	18
	PC1. identify different components of theAMCU	-	-	-	-

Automatic Milk Collection Unit	PC2. use AMCU/ IoT-enabled AMCUs for instant weighing of milk, measuring fat, SNF & water content	-	-	-	-
	PC3. carry out transferring data online to parent organization	-	-	-	-
	<i>Routine maintenance of the AMCU</i>	20	16	-	8
	PC4. clean the milk analyser display for clear view of the readings	-	-	-	-
	PC5. carry out routine maintenance of theAMCUas per manufacturers guidelines	-	-	-	-
	PC6. report any problem in the AMCU timelytothe concerned authority	-	-	-	-
	PC 7 Top battery water from time to time				
	NOS Total	40	34	-	26
AGR/N4209: Ensure Safety, Hygiene and Sanitation at Milk Collection Center	<i>Safety and sanitation during milk collection and storage</i>	10	10	-	5
	PC1. clean and sanitize the milk collection area withapproved detergents and sanitizers as per SOP	-	-	-	-
	PC2. comply with safety and hygiene procedures suggested by the parent organization	-	-	-	-
	PC3. clean, maintain, and monitor milk collection equipment periodically	-	-	-	-
	PC4. conduct monthly safety drills and include fire safety training modules specific to milk collection facilities	-	-	-	-
	PC5. use safety equipment such as fire				

	extinguisher, first aid kit and eye-wash solution when required	-	-	-	-
	PC6. identify, document and report problems of rodents and pests during milk collection and storage	-	-	-	-
	PC7. carry out workplace checklist audits before and after milk collection and storage to ensure safety and hygiene				
	<i>Ensure personal hygiene</i>	9	8	-	5
	PC8. assist farmers and milk man's to follow personal hygiene guidelines	-	-	-	-
	PC9. ensure the display of correct hand washing signs and/or posters at the collection center	-	-	-	-
	PC10. ensure that milk is not handled if there are any open wounds or sores especially on the hands and arms	-	-	-	-
	PC11. ensure that govt guidelines pertaining to covid are strictly followed	-	-	-	-
	<i>Cleanliness and protection of the milk collection center</i>	23	18	-	12
	PC12. ensure no smoking, no tobacco chewing, and no spitting sign boards are displayed at milk collection center	-	-	-	-
	PC13. ensure that stray dogs/cats are avoided entering the milk collection center	-	-	-	-
	PC14. ensure that there is adequate protection measures are being taken to keep milk collection	-	-	-	-

	center free from flies, mosquitos, birds, rodents,etc				
	PC15. ensure that there is no accumulation of wasteand water around the center	-	-	-	-
	PC16. Install automatic hand sanitizing stations at entry points to enforce hygiene without manual monitoring	-	-	-	-
	PC17. ensure that the milk collection area is not used for washing hands				
	PC18. install automatic hand sanitizing stations at entry points to enforce hygiene without manual monitoring				
	PC19. check that no open and loose wires are hanging in the milk collection area	-	-	-	-
	NOS Total	42	36	-	22
DGT/VSQ/N0102: 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 21stCentury</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 6: 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.

1. Assessment System Overview

In Agriculture Sector it is of ultimate importance that individuals dealing with crop production or livestock have the requisite knowledge and competencies to undertake the task. Based on the Assessment Criteria, SSC in association with empanelled AAs, define the test structure for the given job roles to cover the required skills and competencies. Assessment strategy consists of the following:

1. Multiple Choice Questions : To assess basic knowledge (Objective/Subjective)
2. Viva : To assess awareness on processes (Oral and/or written questioning)
3. Practical : To evaluate skills and identify competencies.(Observation)

Assessments for knowledge and awareness on processes may be conducted through 'real time' internet based evaluation or by conducting the same 'offline' through TABs. Skills and competencies are to be assessed by conducting 'practical' on ground through qualified and ToA certified assessors.

While it is important that an individual has adequate knowledge and skills to perform a specific task, weight age for different aspects for assessment are given as follows:

Multiple Choice Questions: 20%-30%, depending on the specific QP

Viva: 20%

Practical: 50% - 60% (Involves demonstrations of applications and presentations of procedures/tasks and other components)

Assessment will be carried out by certified assessors through empanelled assessment partners. Based on the results of assessment; ASCI will certify the learners/candidates

2. Testing Environment

Assessments are conducted on laptops, Mobiles and android tablets via both offline and online mode depending on the internet connectivity at assessment location.

In remote locations/villages, assessments get delivered through tablets without the requirement of Internet.

- Multilingual assessments (ASCI is conducting assessments in 13 + languages pan India)
- Rubric driven assessments in Practical/Viva sections and responses recorded accordingly
- All responses, data, records and feedback stored digitally on cloud
- Advanced auto-proctoring features – photographs, time-stamp, geographic-tagging, toggle-screen/copy-paste disabled, etc.
- Android based monitoring system
- End to end process from allocation of a batch to final result upload, there is no manual intervention
- Assessment will normally be fixed for a day after the end date of training / within 7 days of completion of training.
- Assessment will be conducted at the training venue
- Room where assessment is conducted will be set with proper seating arrangements with enough space to curb copying or other unethical activities
- Question bank of theory and practical will be prepared by ASCI /assessment agency and approved ASCI. Only from approved Question Bank assessment agency will prepare the question paper. Theory testing will include multiple choice questions, pictorial question, etc. which will test the trainee on his theoretical knowledge of the subject.
- The theory, practical and viva assessments will be carried out on same day. In case of more number of candidates, number of assessors and venue facilitation be increased and facilitated

Assessment			
Assessment Type	Formative or Summative	Strategies	Examples
Theory	Summative	MCQ/Written exam	Knowledge of facts related to the job role and functions. Understanding of principles and concepts related to the job role and functions
Practical	Summative	Structured tasks/Demonstration	Practical application /Demonstration /Application tasks
Viva	Summative	Questioning and Probing	Mock interviews on usability of job roles/advantages /importance of adherence to procedures. Viva will be used to gauge trainee's confidence and correct knowledge in handling job situation

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

3. Assessment Quality Assurance framework

Assessment Framework and Design:

Based on the Assessment Criteria, SSC in association with AAs will define the test structure for the given roles to cover the required skills and competencies. ASCI offer a bouquet of tools for multi- dimensional evaluation of candidates covering language, cognitive skills, behavioral traits and domain knowledge.

Theoretical Knowledge - Item constructs and types are determined by theoretical understanding of the testing objectives and published research about the item-types and constructs that have shown statistical validity towards measuring the construct. Test item types which have been reported to be coachable are not included. Based on these, items are developed by domain experts. They are provided with comprehensive guidelines of testing objectives of each question and other quality measures.

Type – Questions based on Knowledge Required, Case-based practical scenario questions and automated simulation based questions.

Practical Skills - The practical assessments are developed taking into consideration two aspects: what practical tasks is the candidate expected to perform on the job and what aspects of the job cannot be judged through theoretical assessments. The candidates shall be asked to perform either an entire task or a set of subtasks depending on the nature of the job role

Type – Standardized rubrics for evaluation against set of tasks in a demo/practical task

Viva Voce - Those practical tasks which cannot be performed due to time or resource constraints are evaluated through the viva mode. Practical tasks are backed up with Viva for thorough assessment and complete evaluation

Type – Procedural questions, do's and don'ts, subjective questions to check understanding of practical tasks.

Assessor has to go through orientation program organized by Assessment Agency. The training would give an overview to the assessors on the overall framework of QP evaluation. Assessor shall 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.

4. Type of Evidence and Evidence Gathering Protocol:

During the assessment the evidences collected by AAs and ASCI are:

- Geo Tagging to track ongoing assessment
- AA's coordinator emails the list of documents and evidences (photos and videos) to the assessor one day prior to the assessment. List is mentioned below:
 - Signed Attendance sheet

- Assessor feedback sheet
- Candidate feedback sheet
- Assessment checklist for assessor
- Candidate Aadhar/ID card verification
- Pictures of classroom, labs to check the availability of adequate equipment's and tool to conduct the training and assessment
- Pictures and videos of Assessment, training feedback and infrastructure.
- Apart from the Assessor, Technical assistant popularly known as Proctor also ensures the proper documentation and they verify each other's tasks.
- To validate their work on the day of assessment, regular calls and video calls are done.
- On-boarding and training of assessor and proctor is done on timely basis to ensure that quality of the assessment should be maintained.
- Training covers the understanding of QP, NSQF level, NOS and assessment structure

5. *Methods of Validation*

- Morning Check (Pre-Assessment): Backend team of AA calls and confirms assessor/technical spoc event status. Assessor/Technical spoc are instructed to reach the centre on time by 9:30 AM / as decided with TC and delay should be highlighted to the Training Partner in advance.
- Video Calls: Random video calls are made to the technical spoc/assessor so as to keep check on assessment quality and ensure assessment is carried out in fair and transparent manner
- Aadhar verification of candidates
- Evening Check (Post Assessment): Calls are made to the ground team to ensure event is over by what time and the documentation is done in proper manner or not.
- TP Calling: To keep check on malpractice activity, independent audit team calls to TP on recorded line to take confirmation if there was any malpractice activity observed in assessment on part of AA/SSC team. If calls are not connected, email is send to TP Spoc for taking their confirmation
- Video and Picture Evidence: Backend team collects video and pictures for assessment on real time basis and highlights any issue like, Students sitting idle/trainer allowed for helping out candidates during assessment.
- Surprise Visit: Time to time SSC/AA Audit team can visit the assessment location and do surprise audit for assessment process carried out by ground team.
- Geo Tagging: On day of assessment, each technical spoc is required to login in our internal app which is Geo tagged. Any deviation with centre address needs to be highlighted to assessment team on real-time basis.

Method for assessment documentation, archiving, and Access:

- ASCI has fully automated result generation process in association with multiple AAs
- Theory, Practical and Viva marks forms the basis of the results and encrypted files generated to avoid data manipulation. All responses captured and stored in System with Time-Stamps at the end of AAs and SSC. NOS-wise and PC-wise scores can be generated.
- Maker Checker concept: 1 person prepares results and other audit result which is internally approved by AA at first and then gets vetted at the end of SSC
- All soft copy of documents is received from the on-ground tech team over mail. The same are downloaded by our internal backend team and saved in Repository. The repository consists of scheme wise folders. These scheme wise folders have job role specific folders. These specific folders have Year wise and

Month wise folders where all documents are saved in Batch specific folders. All Hard copies are filed and stored in storeroom.

- **Result Review & Recheck Mechanism –**
- Time stamped assessment logs
- Answer/Endorsement sheets for each candidate
- Attendance Sheet
- Feedback Forms: Assessor feedback form, Candidate feedback form, TP feedback form
- The results for each of the candidate shall be stored and available for review (retained for 5 years/ till conclusion of project or scheme)

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