



QUALIFICATION FILE

Milk Procurement & Input Supervisor

☒ 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: 5

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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Section 1: Basic Details

1.	Qualification Name	Milk Procurement & Input Supervisor	
2.	Sector/s	Agriculture	
3.	Type of Qualification: ☐ New ☒ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing qualification: QG-05-AG-00332-2023-V1.1-ASCI	Qualification Name of existing/previous version: Milk Procurement & Input Supervisor
4.	a. OEM Name b. Qualification Name (Wherever applicable)	NA	
5.	National Qualification Register (NQR) Code &Version (Will be issued after NSQC approval)	QG-05-AG-03912-2025-V2-ASCI	6. NCrF/NSQF Level: 5
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 Procurement & Input Supervisor is responsible for supporting Dairy Cooperative Societies (DCS)/ Producer Institutions (PI) as a sustainable unit along with optimization of transportation cost of milk tankers/trucks. The individual also ensures that the shortest transportation routes are put in use so that milk reaches the dairy plant in the shortest possible time to preserve the quality of milk.	
9.	Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience:	

		b. Age: NA																										
		<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>UG Diploma or equivalent*</td><td></td></tr> <tr> <td>2</td><td>UG Certificate*</td><td>1.5 years of relevant experience in agriculture and allied sectors</td></tr> <tr> <td>3</td><td>12 or equivalent</td><td>3 years of relevant experience in agriculture and allied sectors</td></tr> <tr> <td>4</td><td>10</td><td>6 years of relevant experience in agriculture and allied sectors</td></tr> <tr> <td>5</td><td>Previous NSQF levels 4.5</td><td>1.5 years of relevant experience in agriculture and allied sectors</td></tr> <tr> <td>6</td><td>Previous NSQF level 4</td><td>3 years of relevant experience in agriculture and allied sectors</td></tr> </tbody> </table>						S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)	1	UG Diploma or equivalent*		2	UG Certificate*	1.5 years of relevant experience in agriculture and allied sectors	3	12 or equivalent	3 years of relevant experience in agriculture and allied sectors	4	10	6 years of relevant experience in agriculture and allied sectors	5	Previous NSQF levels 4.5	1.5 years of relevant experience in agriculture and allied sectors	6	Previous NSQF level 4	3 years of relevant experience in agriculture and allied sectors
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6	Previous NSQF level 4	3 years of relevant experience in agriculture and allied sectors																										
		*in Animal husbandry/Dairying and related courses																										
10.	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	16	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																										
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Classroom (offline)	180	180	120		480																							
Online																												
		(Refer Blended Learning Annexure for details)																										
14.	Aligned to NCO/ISCO Code/s (if no code is available mention the same)	NCO-2015/6121.9900																										
15.	Progression path after attaining the qualification (Please show Professional and Academic progression)	Dairy Farm Manager(L6)																										
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 <i>(Specify the NOS/Module which covers it)</i>	☒ 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 <i>(In case of CS or MS, provide details of both Lead AB & Supporting ABs)</i>	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	Organize Sustainable Milk Producers Institutions in villages	AGR/N4225 (v2.0)	Core	5	1	15	15			30	40	31		29	100	20
2	Organize and establish milk procurement network	AGR/N4226 (v2.0)	Core	5	2	20	40			60	43	30		27	100	20
3	Implement clean milk production and quality assurance systems	AGR/N4227 (v2.0)	Core	5	2	25	35			60	36	30		34	100	10
4	Operationalize milk collection systems	AGR/N4228 (v2.0)	Core	5	1	10	20			30	35	39		26	100	10
5	Implement milk production enhancement activities	AGR/N4229 (v2.0)	Core	5	2	30	30			60	40	36		24	100	10
6	Inventory management of milk transported	AGR/N4230 (v2.0)	Core	5	1	10	20			30	44	32		24	100	10
	Maintain Health & Safety at all levels of operations	AGR/N4231 (v2.0)	Non-Core	5	1	10	20			30	38	32		30	100	10
7	Employability Skills (60 Hours)	DGT/VSQ/N 0102 (v1.0)	Non-Core	5	2	60				60	20	30		-	50	10
8	OJT (Mandatory)	NA	NA	NA	4			120		120						
Duration (in Hours) / Total Marks					16	180	180	120		480	296	260		194	750	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)	12 th class with 4 years of relevant industry experience in Procurement in perishable items* *Milk Procurement and Input Supervisor or equivalent with 4 Years of experience. Certificate from Milk corporates/ Milk Cooperatives OR Diploma **(Veterinary /Animal Husbandry / Dairying) with 3 years of relevant industry experience in Procurement in perishable items ** Regular Diploma more than 15 months in veterinary/Animal Husbandry / Dairying OR Graduate (any stream other than dairy) with 3 years of relevant industry experience in Procurement in 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 (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 (Science) with 3 years of relevant industry experience in Procurement in perishable items 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.tech (Dairy and related stream) with 4 years of relevant industry experience in Dairy Science/Animal Science/Veterinary Science or related streams OR B.V.Sc with 4 years of relevant industry experience in Dairy Science/Animal Science/Veterinary Science or related streams 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 streams OR M.V.Sc with 2 years of relevant industry experience in Dairy Science/Animal Science/Veterinary Science or related streams OR M.Sc (Animal sciences/dairy science/Dairy technology) with 2 years of relevant industry experience in Dairy Science/Animal Science/Veterinary Science or related streams OR PhD (Animal sciences/dairy science/Dairy technology) with 1 year of relevant industry experience in Dairy Science/Animal Science/Veterinary Science or related streams
	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>	M.V.Sc with 10 years of relevant industry experience in Dairy Science/Animal Science/Veterinary Science or related streams OR M.Sc (Animal sciences/dairy science/Dairy technology) with 10 years of relevant industry experience in Dairy Science/Animal Science/Veterinary Science or related streams
	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 procurement & Input supervisor (L5), Dairy Farm Manager(L6)
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
Process	- Establishment of milk procurement network - Set up collection points - Identify DCS/PI and cooperative societies	The Milk Procurement and Input supervisor is responsible for establishment of efficient milk procurement network, Establishment of Milk producer's institutions like Dairy Cooperative Societies affiliations to producer's companies and Self-help groups. The Individual must be competent to Identify potential members and support in the formation of DCS/PI.	5
Professional knowledge	- Monitoring of DCS/PI - Capacity Building of DCS - Administer appropriate procedures for clean milk production, quality assurance - Maintain Harmony amongst the other stakeholders	The Milk Procurement and Input Supervisor is responsible to monitor the functioning of the DCS/PI. The individual must support in capacity building of DCS/PI staff, milk producer members, maintain harmony amongst village level DCS, Bulk Milk Cooler/Chilling Centre and Union. The individual should monitor clean milk production systems at farmer level. Implement quality assurance systems at PP and transport level	5
Professional skill	- Establish Milk Procurement System - Operationalize milk procurement system - Assessment of current dairy management interventions - Understanding of Emergency procedures - Monitor the functioning of DCS/PI	The Milk Procurement and Input Supervisor shall be competent enough to establish milk procurement system in villages. Operationalize milk transport system from villages to Chilling centres Assessment of current health, management, feeding and breeding practices in the area. Various milk production enhancement activities. Delivery of appropriate milk production enhancement activities, Inventory management of milk during transport, Maintain Health and safety at PP and during transport. Render appropriate emergency procedures, Support in capacity building of DCS/PI staff, milk producer members, Monitor the functioning of the DCS/PI	5

Core Skills	- Planning and Execution of milk procurement activities - Team Management - Development of Dairy Farms - Organizing Skill Building programs - Review Projects - Partnership and collaboration	The Milk Procurement and Input Supervisor shall be competent enough of Planning and executing milk procurement activities by managing a team across assigned territory. Overseeing operations and ensuring proper health of dairy cattle across assigned territories in consultation with Dairy Development / Veterinary Team. Developing dairy farms, provision of quality feed / fodder & veterinary medicines to dairy farmers as well as rendering advice on effective management of farms. Strategizing project plans & schedules and arranging for resources to ensure on time establishments of dairy farms as per budgeted parameters. Executing review systems to implement projects as per predefined specifications. Organizing training programs and seminars for dairy farmers, staff and managers on livestock production and dairy development Responsible for implementing GMP, HACCP, Environment, Health and Safety measures at milk chilling centres and at factory site. Collaborating with State Govt., Central Govt., NGO's and Local Bodies for approvals & compliances.	5
Responsibility	- Maintain overall efficiency - Critical role in procuring and transporting - Creating new village level DCS	The Milk Procurement and Input Supervisor is responsible for overall operational efficiency in the milk procurement process. The individual plays a critical role in procuring and transporting of the milk. Creating new village level DCS and maintaining cost efficiency is the major responsibility of milk procurement and input supervisor	5

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	Lactometer	Nos	1
2	Fat Testing Centrifugal machine	Nos	1
3	pH meters	Nos	1
4	Sterlizers	Nos	1
5	Refractometer	Nos	1
6	Glassware	Nos	1
7	Flasks	Nos	1
8	TDS Meter	Nos	1
9	Analysers	Nos	1
10	Electronic Weighing Machine	Nos	1
11	Measuring Jars	Nos	3
12	Sanitizers	Nos	1
13	Dead Weight	Nos	2
14	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	50	10	0	0
2026-27	500	10	50	10	0	0
2027-28	1000	10	50	10	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
V3.0	2022-23	309	309	309	-	0	0	0	0	0	0	0	0
V3.0	2023-24	0	0	0	0	0	0	0	0	0	0	0	0
V3.0	2024-25	0	0	0	0	0	0	0	0	0	0	0	0

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

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

1. PMKVY
- 2.

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

NSQC APPROVED

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/N4225: Organize Sustainable Milk Producers Institutions in villages	<i>Organise sustainable Milk Producers Institutions at village level</i>	40	31		29
	PC1. collate sources of secondary data and scrutinize data for organization				
	PC2. undertake survey of area for planning network of Milk Producers Institutions				
	PC3. conduct survey of village to assess potential for organization of a PI				
	PC4. identify potential members for the PI				
	PC5. set-up mass meeting of milk producers and identify promoter				
	PC6. organize milk producer institutions meeting to select secretary/VSP				
	PC7. organize MPI under the relevant legal framework				
	PC8. complete documentation for registration of PI				
	PC9. ensure that periodic meetings of the PI are held as per legal provisions				
	PC10. train and enable the secretary of PI to conduct meetings, record proceedings, and on the reporting system				
	PC11. ensure the secretary reports the problems to concerned authorities				
	NOS Total	40	31		29
AGR/N4226: Organize and establish milk procurement network	<i>Organize milk collection centers</i>	23	14		13
	PC1. collect and analyze milk production data and estimate surplus milk in the village				
	PC2. identify channels of milk disposal for milk producers, purchase practices, rates offered by different agencies				
	PC3. identify and prepare room for milk collection				
	PC4. arrange milk collection and testing equipment and install it				

	PC5. train secretary/VSP in operation of equipment, milk collection, testing, digital tools like milk analyzers, mobile based data entry apps and dispatch				
	PC6. train VSP/secretary on maintenance of various records like Fat, SNF reading, register, etc. related to milk collection testing and payment				
	PC7. assist secretary in opening and operating bank account of PI				
	PC8. carry out milk sample testing to verify the quality and milk price offered by the producers				
	PC9. assist secretary/VSP in assigning members for various roles in PI such as milk collection, testing, and payment				
	PC10. start milk collection and train VSP/Secretary for running the milk collection center independently				
	<i>Organize milk transportation routes</i>	<i>20</i>	<i>16</i>		<i>14</i>
	PC11. discover sources of secondary data like road network, understand, and extract data for organizing milk routes				
	PC12. plan milk transportation routes in the selected areas for effective transportation as required				
	PC13. prepare time table to dispatch milk in the selected milk transportation routes using GPS based route optimisation techniques				
	PC14. select a transporter to transport milk through the defined milk transportation routes				
	PC15. arrange complete documents required for hiring of milk transport vehicles				
	PC16. carry out mapping of the milk route and update the same in the system and certify transport bills				
	PC17. arrange alternative transport of milk incase of accident of vehicle				
	PC18. train transportation staff and supervisor staff on their duties,				

	responsibilities, documentation, measuring quantity and quality of milk before dispatch of milk				
	PC19. solve frequent problems with the transport system				
	PC20. reorganize milk routes periodically				
	PC21. deal with shortage of milk during transport				
	NOS Total	43	30		27
AGR/N4227: Implement clean milk production and quality assurance systems	<i>Implement clean milk production systems at farmer level</i>	<i>14</i>	<i>12</i>		<i>16</i>
	PC1. monitor sanitary condition and hygiene at animal housing and suggest measures for maintaining cleanliness				
	PC2. monitor and demonstrate the cleanliness of the milch animal				
	PC3. monitor and demonstrate personal hygiene of animal keeper and milker				
	PC4. ensure hygiene and sanitation practices are followed before-milking, during milking, and after milking				
	PC5. create awareness about mastitis, its control, care, and management of animals suffering from mastitis				
	PC6. ensure the cleanliness of utensils used for milking, keeping milk before delivery at a collection center				
	PC7. ensure the segregation of milk of animals suffering from mastitis and diseases to avoid cross contamination and antibiotic residue in milk, educate the farmer on consequences of use and delivering milk with antibiotic residue, aflatoxins, heavy metals, etc		-		-
	PC8. ensure measures to reduce stress to the animal due to weather, housing, and environment are taken by the farmer		-		-
	<i>Implement quality assurance systems at PP and transport level</i>	<i>22</i>	<i>18</i>		<i>18</i>
	PC9. supervise cleaning and sanitation at milk collection point and its surrounding				
	PC10. guide the farmers on the use of SS vessels for bringing milk to PP and explain ill effects of using plastic and narrow neck				

	containers				
	PC11. train the VSP on rodent, fly, mosquito and vermin control at PP				
	PC12. supervise milk collection, testing and handling of equipment used at PP				
	PC13. ensure all the milk collection, testing and support equipment, chemicals and glassware are available for the smooth running of milk testing operations				
	PC14. train VSP on milk testing procedures				
	PC15. ensure timely stamping and calibration of milk measuring and testing equipment at PPs				
	PC16. ensure all the PPs and transporters are registered under Food Safety Act				
	PC17. check the cleanliness of milk cans delivered at PPs and provide feedback to dock staf				
	PC18. supervise the handling of collected milk at PP till dispatch and protection from high temperature, flies				
	PC19. monitor foreign material in milk delivered by farmers and collected milk at PPs and suggest appropriate measures				
	PC20. monitor the cleanliness of vehicle and staff, and train the transport staff on maintaining hygiene and cleanliness				
	PC21. ensure that the vehicle meets all the requirements to prevent milk from spillage exposure to rain and sun/heat				
	PC22. train the VSPs and transporters on requirements under Food Safety Act and procedure of milk sampling				
	PC23. train the VSP on detecting milk for its quality, freshness, and adulterants				
	PC24. scrutinize milk reception reports at the chilling center, provide feedback to VSP on deviations and ensure corrective measures				
	PC25. monitor vehicle and reception timings at the dock and take action in case of deviations				
	PC26. minimize the loss to the farmers, VSP and organization due to poor quality of milk				

	PC27. comply the relevant health and safety requirements applicable to the animal, milk, transport and work environment				
	NOS Total	36	30		34
AGR/N4228: Operationalize milk collection systems	<i>Establishing milk procurement system in villages</i>	<i>15</i>	<i>21</i>		<i>14</i>
	PC1. complete formalities for providing milk collection equipment to PPs				
	PC2. install milk collection and testing system in the villages				
	PC3. carry out calibration of milk collection and testing equipment				
	PC4. train the VSP/ Secretary, on operation of PPs				
	PC5. attract the attention of milk producers through sample testing and different communication methods				
	PC6. establish necessary records at PP level, open producers' codes				
	PC7. arrange for opening the codes of producers, PPs and transporters, and load rate charts in systems				
	PC8. carry out coding of milk cans and issue the same to PPs				
	<i>Operationalize milk transport system from village to chilling centers</i>	<i>20</i>	<i>18</i>		<i>12</i>
	PC9. schedule milk collection and dispatch timings for all milk collections on the route				
	PC 10. Use IoT- enabled systems for real time tracking of milk collection and dispatch schedules				
	PC11. brief the transport staff on route, process, timings of milk lifting and delivery at dock				
	PC12. liaise with MCC staff on milk route and timings, etc.				
	PC13. position staff on PPs for support during initial days of start up				
	PC14. review after each shift to identify problems faced and arrange solutions				
	PC15. analyze reactions of competitors during incubation of start up				
	NOS Total	35	39		26
AGR/N4229: Implement milk production	<i>Assessment of current health, management, feeding and breeding practices in the area</i>	<i>16</i>	<i>13</i>		<i>8</i>
	PC1. explain farmers how to maximize efficiency of milk producing animals and reduce cost of milk production				

enhancement activities	PC2. assess available agricultural by products used for animal feeding and interventions needed				
	PC3. assess the current level of productivity of milch animals in the area and potential for the improvement				
	PC4. conduct rapid rural appraisal through PRA exercises				
	PC5. assess the current animal husbandry practices like housing, management, breeding, etc.				
	PC6. analyze the information collected through PRA exercises and discussions, and explore scope for improvement				
	<i>Various milk production enhancement activities</i>	12	11		8
	PC7. explain farmers the importance of providing balanced cattle feed, suitable fodder crops, and importance of legume and non-legume fodders				
	PC8. Explain farmers about handling and storage of feed, additives, supplements, rodent control, and prevention of moisture contamination, fungal growth, aflatoxins				
	PC9. explain the farmers on fodder production cycle for year-round availability of green fodder, and various fodder conservation and enrichment measures				
	PC10. explain the farmers about breed improvement of cattle and buffaloes, measures to be adopted and from where and how to avail these services				
	PC11. brief the farmers on improved management practices of milch animals				
	PC12. explain preventive health care, vaccination, parasite control, ethnoveterinary practices and measures to reduce stress among farm animals				

	<i>Delivery of appropriate milk production enhancement activities</i>	12	12		8
	PC13. prioritize activities to be undertaken in the area and villages				
	PC14. coordinate with seniors and officials/ experts responsible for production enhancement activities and prepare implementation schedule				
	PC15. coordinate with VSPs and farmers for delivery of planned activities				
	PC16. arrange and deliver suitable publicity material for awareness building				
	PC17. identify and inform target group, arrange local resources required for delivery of intended PE activity				
	PC18. ensure delivery of input activity and collect information as required post implementation of the intervention				
	PC19. arrange follow up action from experts as required				
	NOS Total	40	36		24
AGR/N4230: Inventory management of milk transported	<i>Inventory management of milk during transport</i>	44	32		24
	PC1. compute quantity of milk, fat and SNF handed over by VSP to transporter				
	PC2. compute total quantity of milk, fat and SNF received by transporter from all the VSPs on route in each shift				
	PC3. verify the quantity, fat, and SNF of each PP delivered by the transporter at the dock				
	PC4. compute VSP wise and aggregate shortage of quantity, fat and SNF during transport in each shift				
	PC5. identify reasons for shortage and take appropriate measures				
	PC6. identify reasons for spoilage of milk during transit, disposal of poor- quality milk and take recovery and remedial measures				
	PC7. compute number of cans received by transporter from VSPs and given back. and fix recovery for shortage				

	PC8. compute quantity of milk, fat and SNF handed over by VSP to transporter				
	PC9. compute total quantity of milk, fat and SNF received by transporter from all the VSPs on route in each shift				
	PC10. compute quantity, fat and SNF of each PP delivered by transporter at the dock				
	PC11. use of insulated containers for transporting milk over long distances to prevent spoilage				
	PC12. compute VSP wise and aggregate shortage of quantity, fat and SNF during transport in each shift				
	PC13. identify reasons for shortage and take appropriate measures				
	PC14. identify reasons for spoilage of milk during transit, disposal of poor- quality milk and take remedial measures				
	PC15. compute number of cans received by transporter from VSP and take actions to recover				
	NOS Total	44	32		24
AGR/N4231: Maintain Health & Safety at all levels of operations	<i>Maintain Health and safety at PP and during transport</i>	<i>20</i>	<i>18</i>		<i>12</i>
	PC1. carry out basic safety checks before operation of all equipment and vehicles and hazards are reported to the appropriate person				
	PC2. identify the work for which protective clothing or equipment is required and ensure the appropriate protective clothing or equipment is used in performing these duties in accordance with workplace policy				
	PC3. assess the risks prior to performing manual handling jobs and work according to current recommended safe practice				
	PC4. use equipment and materials safely and correctly and return the same to designated storage when not in use				
	PC5. dispose of the waste of testing safely and correctly in a designated area				
	PC6. recognise risks to bystanders during handling chemicals and equipment and take action to reduce risk associated with jobs in the workplace				
	PC7. work in a manner which minimizes environmental damage and follow all procedures and work instructions for controlling risk				

	PC8. report any accidents, incidents or problems without delay to an appropriate person and take necessary immediate action to reduce further danger				
	<i>Render appropriate emergency procedures</i>	18	14		18
	PC9. follow procedures for dealing with accidents, thefts, fires, and emergencies, including communicating location and directions to the concerned person				
	PC10. follow emergency procedures as per company standard/workplace requirements				
	PC11. use emergency equipment in accordance with manufacturers' specifications and workplace requirements				
	PC12. provide treatment appropriate to the patient's injuries in accordance with establishers aid procedures				
	PC13. recover (if practical), clean, inspect/test, arrange to refurbish, replace and store the first aid equipment as appropriate				
	PC14. report details of first aid administered in accordance with workplace procedures				
	PC15. plan route as per road conditions and location of PP in the villages				
	NOS Total	38	32		30
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 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		
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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-Stamped 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