

QUALIFICATION FILE

Skiving Operator - Footwear

☒ 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: 3

Submitted By:

Leather Sector Skill Council

CFTI Campus, New Building 3rd Floor, 65/1, GST Road, Guindy, Chennai – 600032

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Section 1: Basic Details

1.	Qualification Name	Skiving Operator - Footwear																						
2.	Sector/s	Leather																						
3.	Type of Qualification: ☐ New ☒ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing/previous qualification: 2022/LT/LSSC/06844 & V2.0	Qualification Name of existing/previous version: Skiving Operator – Footwear, 2.0																					
4.	a. OEM Name b. Qualification Name (Wherever applicable)	NA																						
5.	National Qualification Register (NQR) Code & Version (Will be issued after NSQC approval)	QG-03-LT-046032025-V2-LSSC	6. NCrF/NSQF Level: 3																					
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	The skiving operator must be capable to operate skiving machines and also skillful to perform hand skiving on the given footwear components with accuracy according to the specifications with the required quality levels.																						
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>10th Grade or equivalent</td> <td>NA</td> </tr> <tr> <td>2</td> <td>9th Grade pass</td> <td>1.5 year in relevant field</td> </tr> <tr> <td>3</td> <td>8th Grade pass</td> <td>3 years in relevant field</td> </tr> <tr> <td>4</td> <td>5th Grade pass</td> <td>6 years in relevant field</td> </tr> <tr> <td>5</td> <td>Previous relevant Qualification of NSQF Level 2.5</td> <td>1.5 years in relevant field</td> </tr> <tr> <td>6</td> <td>Previous relevant Qualification of NSQF Level 2</td> <td>3.0 years in relevant field</td> </tr> </tbody> </table> b. Age:		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)	1	10 th Grade or equivalent	NA	2	9 th Grade pass	1.5 year in relevant field	3	8 th Grade pass	3 years in relevant field	4	5 th Grade pass	6 years in relevant field	5	Previous relevant Qualification of NSQF Level 2.5	1.5 years in relevant field	6	Previous relevant Qualification of NSQF Level 2	3.0 years in relevant field
S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)																						
1	10 th Grade or equivalent	NA																						
2	9 th Grade pass	1.5 year in relevant field																						
3	8 th Grade pass	3 years in relevant field																						
4	5 th Grade pass	6 years in relevant field																						
5	Previous relevant Qualification of NSQF Level 2.5	1.5 years in relevant field																						
6	Previous relevant Qualification of NSQF Level 2	3.0 years in relevant field																						
10.	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	12	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 (<i>Specify Total Duration as per selected training delivery modes and as per requirement of the qualification</i>)	☒ Offline ☐ Online ☐ Blended					
		Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)
		Classroom (offline)	75	225	60	-	360
		Online	-	-	-	-	
(Refer Blended Learning Annexure for details)							
14.	Aligned to NCO/ISCO Code/s (<i>if no code is available mention the same</i>)	NCO-2015/ 8156.1001					
15.	Progression path after attaining the qualification (<i>Please show Professional and Academic progression</i>)	Attached in Annexure 4					
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: Speech and Hearing Impairment, Acid Attack Victims, Dwarfism and Mild ID.					
19.	How Participation of Women will be Encouraged	Participation of women will be encouraged through equal opportunities, skill development, safe workplaces, and supportive policies promoting inclusivity.					
20.	Are Greening/ Environment Sustainability Aspects Covered (<i>Specify the NOS/Module which covers it</i>)	☒ Yes ☐ No Nos Code - LSS/N8601, Modules name - Energy/electricity conservation practices & Effective waste management/recycling practice					
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: Sanjay Kumar Email: lssc@leatherssc.org Contact No.: 044 49920006 Website: https://leatherssc.org/					
23.	Final Approval Date by NSQC: 7 th Oct 2025	24. Validity Duration: 36 Months			25. Next Review Date: 7 th Oct 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/ NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT- Man.	OJT- Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.	Carry out footwear skiving operation by hand.	LSS/N2405 & V3.0	Core	3	2	15:00	45:00	-	-	60	10	70	-	-	80	20%
2.	Carry out footwear skiving operations using machine.	LSS/N2406 & V3.0	Core	3	4	15:00	105:00	-	-	120	30	70	-	-	100	30%
3.	Check the product quality in footwear skiving operations.	LSS/N2407 & V3.0	Core	3	1	08:00	22:00	-	-	30	24	56	-	-	80	20%
4.	Maintain health, safety & security, a clean work area & equipment, use optimized resources at the workplace.	LSS/N8601 & V3.0	Non-Core	3	1	12:00	18:00	-	-	30	40	60			100	10%
5.	Skiving machine parts and their function	LSS/N2408 & V1.0	Core	3	1	15:00	15:00			30	30	60	-		90	10%
6.	Employability Skills.	DGT/VSQ/N01 & V1.0	Non-core	3	1	10:00	20:00		-	30	20	30	-	-	50	10%
7.	On the Job Training (OJT) for the Skiving Operations	N/A	-		2	-	-	60	-	60						
Duration (in Hours) / Total Marks					12	75	225	60	-	360	154	346			500	100%

Assessment - Minimum Qualifying Percentage

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

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

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

Section 3: Training Related

1.	Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	Trainer Prerequisites						
		Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
				Years	Specialization	Years	Specialization	
		Graduate in any discipline.	Any	4	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
		Diploma in any discipline	Any	6	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
		12 th Class	Any	8	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
2.	Master Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	Master Trainer Prerequisites						
		Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
				Years	Specialization	Years	Specialization	
				Graduate in any discipline.	Any	8	Supervisory job role in cutting/closing dept. in footwear Industry	2

					cutting/closing dept. in footwear Industry			dept. in footwear Industry
		Diploma in any discipline	Any	10	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
		12 th Class	Any	12	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
3.	Tools and Equipment Required for Training	☒ Yes ☐ No (If “Yes”, details to be provided in Annexure) Available in Annexure 1						
4.	In Case of Revised Qualification, Details of Any Upskilling Required for Trainer	NA						

Section 4: Assessment Related

1.	Assessor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Assessor Prerequisites						
		Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
				Years	Specialization	Years	Specialization	
		Graduate in any discipline.	Any	4	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
		Diploma in any discipline	Any	6	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry

		12 th Class	Any	8	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
2.	Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Diploma or Graduate in any discipline.						
3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Lead Assessor Prerequisites						
		Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
				Years	Specialization	Years	Specialization	
		Graduate in any discipline.	Any	8	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
		Diploma in any discipline	Any	10	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
		12 th Class	Any	12	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
4.	Assessment Mode (Specify the assessment mode)	Theory – Online or Offline Practical - Offline						
5.	Tools and Equipment Required for Assessment	☑ Same as for training ☑ Yes ☐ No (details to be provided in Annexure-if it is different for Assessment)						

Section 5: Evidence of the need for the Qualification

Provide Annexure/Supporting documents name.

1.	Latest Skill Gap Study (not older than 2 years) (Yes/No): No
2.	Latest Market Research Reports or any other source (not older than 2 years) (Yes/No): Yes, The investment of Non Leather Footwear Industry in India is high.
3.	Government /Industry initiatives/ requirement (Yes/No): No
4.	Number of Industry validation provided: 21
5.	Estimated nos. of persons to be trained and employed: 41000
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: Yes If “No”, why: Submitted to our Line ministry and awaiting for email.

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 – Evidence of Level
2.	Annexure: List of tools and equipment relevant for qualification <i>(Mandatory, except in case of online course)</i>	Annexure 1
3.	Annexure: Detailed Assessment Criteria <i>(Mandatory)</i>	Annexure Name - Detailed Assessment Criteria
4.	Annexure: Assessment Strategy <i>(Mandatory)</i>	Annexure 2
5.	Annexure: Blended Learning <i>(Mandatory, in case selected Mode of delivery is “Blended Learning”)</i>	Annexure – Blended Learning
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>	NA
8.	Supporting Document: Model Curriculum <i>(Mandatory – Public view)</i>	Annexure 3
9.	Supporting Document: Career Progression <i>(Mandatory - Public view)</i>	Annexure 4
10.	Supporting Document: Occupational Map <i>(Mandatory)</i>	Annexure 5
11.	Supporting Document: Assessment SOP <i>(Mandatory)</i>	Annexure 6
12.	Any other document you wish to submit:	NA

Annexure: Evidence of Level

NCrF/NSQF Level Descriptors	Key requirements of the job role/ outcome of the qualification	How the job role/ outcomes relate to the NCrF/NSQF level descriptor	NCrF/NSQF Level
Professional Theoretical Knowledge/Process	Skiving operator for Footwear is expected to process the components to produce shoe upper as per the job card details. He/ she has to identify the correct tools and equipment and organize the work area for the operation. He/she has to maintain the required productivity and quality of the component used for producing leather footwear at the production line.	The activities identified are the familiar and routine activities for them as these activities are independent of job and the production unit he is deployed in. Considering the outcomes the job roles is pegged at level 03	3
Professional and Technical Skills/ Expertise	Skiving operator for footwear segment organizes the appropriate tools and equipment used for shoe upper making operation identifies and reviews the defects in the cut components and takes appropriate actions for rectification.	A range of cognitive and practical skills required to accomplish tasks and accept challenges by selecting and applying basic methods, tools, materials and information in skiving operator job role Hence NSQF Level is 3	3
Employment Readiness & Entrepreneurship Skills & Mind-set	The Individual should have the Strong understanding of the Footwear and Goods industry, Excellent product manufacturing, getting the work done by the colleagues, Familiarity with products and designs, Strong communication and interpersonal skills, Ability to work well in a team environment, Strong organizational and time management skills, Ability to multitask and handle multiple interactions at once.	Skiving Operator Footwear must have much broader Employability Skills including understanding of career planning, digital skills, financial and legal literacy, good communication skills, initiative and leadership abilities, good understanding of work environment, comfortably use most of the basic digital tools, has clear understanding of Financial and Digital literacy, Aadhaar and Mobile, uses digital payments etc. with proficiency to close the sale and achieve the target.	3
Broad Learning Outcomes/Core Skill	Skiving operator – footwear is expected to understand organizational manuals and job cards. He/ she is having to prepare the work area and select the right attachment such as awls, threads, needles, etc. before starting the operation. All of this requires application of problem solving and analytical principles. Operator has to continuously give and receive instruction/ feedback from co-workers and supervisors on the skiving process hence they are expected to be good in communication skills. Jobholder is expected to conduct themselves in ways, which show a basic understanding of the social and professional environment of working in the production unit.	Desired mathematical skill, problem solving, understanding of social, professional and organizing information, communication to the next level is required. Hence NSQF Level is 3	3
Responsibility	The jobholder is mainly responsible for: - Preparing for skiving operations. - Carrying out the skiving operation by hand and machines. - Visually inspect for defects in the processed parts.	Jobholder is majorly responsible for his/her own job and self-learning process which justifies the pegging of the QP at level 3	3

	The process of skiving in footwear could vary from one production unit to another and also could depend on the type of footwear being produced So the jobholder based on his/her own learning and experience, identifies appropriate attachment and process to maximize the productivity and increase one's efficiency. He/she is continuously engaged in the self-learning process and he/she has the responsibility for own work.		
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Annexure: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment: Available in Annexure 1

Batch Size: 30

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
1	Thickness Gauge	Small Size	1
2	Skiving Machine with Bell Knife & Motor	With inbuild Dust Collection System	1
3	Skiving Knife	NA	10
4	Cutting Mat	Plastic or Granite Slap	10
5	Leather Samples	NA	20
6	Steel scale	1 feet (30 CM)	5
7	Hole punches	different sizes	5
8	Fabrics	meter	30
9	Abrasive stone	NA	5
10	Teflon head hammer	NA	5
11	Adhesives containers	Min. 100 ml	10
12	Spring Divider	NA	5
13	Scissors	NA	5
14	Masking Tapes	Width 2 inch	1
15	PPE's	NA	10
16	Marking Pencil	NA	1
17	Basic Stationary	NA	30
18	BIN Card, Job card, Break down report, Quality report	NA	1

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Computer (PC) with latest configurations and Internet connection with standard operating system and standard word processor and worksheet software – 1 Nos
2. LCD Projector – 1 Nos
3. Projection Screen: 1 (minimum dimension 8/6) Ft – 1 Nos
4. White/Black Boards (4 Feet) - 1 Nos
5. UPS – 500VA – 1 Nos
6. Flip Charts – 1 Roll
7. First Aid Box – 1 Nos

Annexure: Industry Validation Summary

SL No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	Email ID	URL
1	D2 International Pvt. Ltd.	Rajkamal Mukherjee	HR & Admin	P-78, Kasba Industrial Estate Phase-II, Kolka, West Bengal, India - 700107.	9051366222	hr@d2international.com	https://www.d2international.com/
2	Crescent Export Syndicate	Ramzee Imtiaz	Compliance Head	Plot No. 1640, Bantala Leather Complex, Phase I, Zone- 9, West Bengal, Pin- 743502	9433268526	audit@crescentexp.com	https://crescentexp.com/
3	Ashdhir Creation LLP	Rishi Ashdhir	Designated Partner	138/M, Picnic Garden Road, Near quality Ice cream factory, near Kustia, Tiljala, Kolkata, West Bengal- 700039	7595959520	rishiashdhir@gmail.com	https://ashdhircreations.com/
4	Ayman Tanning Company Pvt. Ltd.	Sharib Ahmed	Director	36, Topsia Road, Uttar Panchannagram, Kolkata- 700039	9830080666	info@ayman.in	https://www.ayman.in/
5	Jisan Enterprise	Rejoyan Molla	Manager	Vill- B. S. College More, P.O- Tangrakhali, P.S- Canning, Dist- South 24 Parganas, Pin- 743329, West Bengal	8391961420	rejoyan2005@gmail.com	https://www.jishanenterprise.com/
6	Laskar Enterprise	Salauddin Laskar	Proprietor	Vill- Keyakona, P.S- Uttarkusum, P.S- Usthi, Dist- South 24 Parganas, Pin- 743375, West Bengal	9647345721	laskar.enterprise123@gmail.com	https://laskarenterprise.in/
7	Arman Hossain Sardar	Arman Hossain Sardar	Proprietor	Banamalipur, Bansra, Jibantala, South 24 Parganas, West Bengal, Pin- 743363	9064555877	armanhossainsardar13@gmail.com	https://armanhossainsardar.com/
8	Halim Leather Centre	Abdul Halim Molla	Proprietor	Vill+P.O- Barzipur, P.S- Usthi, Dist- South 24 Parganas, Pin- 743375, West Bengal	8016505376	abdulhalimmolla01@gmail.com	https://www.justdial.com/Ambur/Haleem-Leathers
9	A.V. Thomas Leather & Allied Products Private Limited	Zulfiqarali Kamal Basha	General Manager - Human Resources	12, Race Course Road, Guindy, Chennai - 600 032, Tamil Nadu	9790257222	zulfi@avtleather.com	https://www.avtgroup.in/Leather-Goods.html
10	India Shoes Exports Pvt.Ltd	K. Chandramohan	Head HR , Admin & Compliance	151/4, Mount Poonamallee Road, Ramapuram, Chennai - 600 089, Tamil Nadu	8939800466	hrm@indiashoesexports.in	https://farida.co.in/
11	Enco Shoes	A. Farook Basha	Admin Manager	350/3-B, Ammoor Road, Samathuvapuram, Ranipet - 632 402	9025492700	groupshr@encoshoes.com	http://www.encoshoes.com/

12	Butler Leather Goods Factory India Pvt Ltd	AF Zafarul Islam	Director	No:74/1A2, 75/1A2, KVT Garden, Pullilune Village, Redhills, Chennai - 600 052	9952020278	zafar@butlerleather.com	https://www.butlerleather.com/
13	VRD Exports	Rajeev Gupta	Manager HR	Khasra No. 2013/2, Village Runakta, Agra	9536121233	hr@vrdexports.in	https://www.afmec.org/contact/194/vrd-exports
14	Carson Overseas	Zubair Khan	Accounts	B 9,10 & 11 EPIP, Shahtripuram Agra	9267257111	accounts@carsonoverseas.in	https://www.afmec.org/contact/174/carson-overseas
15	J M Footwear	Ganesh Yadav	HR Manager	C-39, site- C, UPSIDC Industrial Area Sikandra Agra	8410157427	hr@jmfootex.com	https://jmlooks.com/
16	Opel Footwear	Hirdesh Sisodiya	Partner	E-27, site-C, UPSIDC Sikandra Agra	9837619777	opelfootwearinfo@gmail.com	https://www.exportersindia.com/opel-footwear/
17	Milanya Footprints	Shivendra Kapoor	Director	UPSIDC Industrial Area Shastrapuram Agra	8171716600	info@milanyafootprints.com	https://www.zaubacorp.com/MILANYA-FOOTPRINTS-PRIVATE-LIMITED-U19202UP2017PTC093805
18	Milano Shoe Impex	Aman Shivhare	Director	E-55, site-C, Industrial Area Sikandra Agra	9058880515	amanshivhare@gmail.com	https://www.exportersindia.com/milano-shoe-impex/
19	Tej Shoe Tech	Ravindra Dixit	Dy Gen. Manager HR	10th - 11th MILE STONE, Agra-Mathura Road, Artoni Agra - 282007	9837019640	tejshoetech@tejshoetech.in	https://www.tejshoetech.in/
20	Dawar Footwear	Rajeev Mishra	HR Manager	Near Babu Ashram, 12.5 km Agra Delhi Road Agra	9319206555	hrd@dawargroup.com	https://www.dawargroup.com/
21	Hampton Shoes	Mr. M. Faisal	HR Manager	Arazi No-971, Katri Peepar Kheda, Kanpur- Lucknow Highway, Unnao- 209861	9838504452	faisal@hamptonshoes.in	

Annexure: Training & Employment Details

Training and Employment Projections: 41000

Year	Total Candidates		Women		People with Disability	
	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities
2024-25	3000	3000	3000	3000	400	400
2025-26	10000	10000	6000	6000	600	600
2026-27	10000	10000	7000	7000	1000	1000

Data to be provided year-wise for next 3 years

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

Qualification Version	Year	Total Candidates				Women				People with Disability			
		Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed
Skiving Operator - Footwear & V1.0 & 2.0	2016-2024	3600	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

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

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

1. PMKVY 1.0, 2.0, 3.0 & 4.0
2. DDU – GKY
3. IFLADP – HRD Sub Scheme (Under DPIIT)

Content availability for previous versions of qualifications: Yes

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

Languages in which Content is available: English, Hindi, Tamil, Bengali, Marathi & Kannada

Annexure: Blended Learning

Blended Learning Estimated Ratio & Recommended Tools: NA

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

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

S. No.	Select the Components of the Qualification	List Recommended Tools – for all Selected Components	Offline : Online Ratio
1	☐ Theory/ Lectures - Imparting theoretical and conceptual knowledge		
2	☐ Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners		
3	☐ Showing Practical Demonstrations to the learners		
4	☐ Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training		
5	☐ Tutorials/ Assignments/ Drill/ Practice		
6	☐ Proctored Monitoring/ Assessment/ Evaluation/ Examinations		
7	☐ On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training		

Annexure: Detailed Assessment Criteria

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

LSS/N2405 Carry out footwear skiving operation by hand	PC1. select the correct hand tools used for skiving like rampi, khurpi, sharpening/abrasive stone, adhesive, beading/folding hammer, measuring scale, divider, markers	1	5		
	PC2. setup the tools for skiving as per the job requirement	-	4		
	PC3. sharp the rampi/khurpi (Skiving knife) using a sharpening stone	1	6		
	PC4. ensure there are no steps in the skiving knife, to perform smooth hand skiving on given leather/material	1	6		
	PC5. perform marking on the leather/non leather materials using scale or divider	1	5		
	PC6. wear proper PPE like hand gloves, safety goggles, etc.,	1	4		
	PC7. examine the given material for any faults	-	2		
	PC8. adjust the width and thickness as per the specifications to perform skiving of the material	1	5		
	PC9. perform the hand skiving operation slowly starting from marked line to edges	1	6		
	PC10. check the thickness at the edges using thickness gauge as per specifications/job card instructions	1	5		
	PC11. carry out folding post skiving based on the net pattern or base pattern, if required	1	6		
	PC12. carry out visual inspection to ensure the accuracy of the skiving	1	4		
	PC13. produce the required batch of components to match the job card and the company's production targets	-	3		
	PC14. perform the cleaning of tools, table and workplace after the skiving process	-	2		
	PC15. optimize the positioning and layout of materials to ensure a smooth production	-	3		

	PC16. report the problems in the given format	-	2		
	PC17. complete the required production target	-	2		
	Total Marks	10	70	NA	NA
LSS/N2406: Carry out footwear skiving operations using machine.	PC1. Ensure the work area is free from hazards	1	3		
	PC2. set up the machines	1	3		
	PC3. check the safety guides are properly placed	2	4		
	PC4. check the speed, pressure foot and skiving width placements on the machine	2	4		
	PC5. ensure the bell knife/disc blade is sharpened properly	2	4		
	PC6. perform marking on the leather/non leather materials using scale or divider	1	3		
	PC7. wear proper PPEs like hand gloves, safety goggles, etc.,	1	3		
	PC8. examine the given material for any faults	1	6		
	PC9. adjust the width and thickness as per the specifications to perform skiving of the material	2	4		
	PC10. perform the machine skiving operation slowly starting from marked line to edges	3	6		
	PC11. check the thickness at the edges using thickness gauge as per specifications/job card instructions	2	4		
	PC12. carry out folding post skiving based on the net pattern or base pattern, if required	3	6		
	PC13. carry out visual inspection to ensure the accuracy of the skiving	3	6		

	PC14. produce the required batch of components to match the job card and the company's production targets	1	5		
	PC15. perform the cleaning of tools, table and workplace after the skiving process	1	5		
	PC16. optimize the positioning and layout of materials to ensure a smooth production	2	4		
	PC17. report the problems in the given format	1	-		
	PC18. complete the required production target	1	-		
	Total Marks	30	70	NA	NA
LSS/N2407: Check the product quality in footwear skiving operation.	PC1. perform the quality check on incoming raw materials for colour, defects, textures, strength, etc., as per the sample/specifications	3	5		
	PC2. ensure materials and component parts meet specifications	1	3		
	PC3. check the machine parts, components and safety guards are correctly fixed	1	3		
	PC4. perform test run on the skiving machine	3	5		
	PC5. examine the given material for any faults	2	4		
	PC6. check the machine guards are placed properly	1	6		
	PC7. check the skiving thickness & width are proper	2	4		
	PC8. ensure correct pressure at pressure foot is there	2	4		
	PC9. carry out folding post skiving based on the net pattern or base pattern, if required	2	4		
	PC10. carry out visual inspection to ensure the accuracy of the skiving	2	6		

	PC11. identify the root cause for the faults/quality issues, whether from a machine, material, method, or related to workforce	2	6		
	PC12. maintain the continuity of production with minimum interruptions and downtime	1	2		
	PC13. report the machine and process problems identified to the concerned supervisors	1	2		
	PC14. maintain quality records and documentation	1	2		
	Total Marks	24	56	NA	NA
LSS/N8601: Maintain health, safety & security, a clean work area & equipment; use optimized resources at the workplace.	PC 1 Compliance with health, safety and security requirements at the workplace	6	8		
	PC 2 Carry out sales activity	4	6		
	PC 3 Maintain hygiene and sanitation at the workplace	4	6		
	PC 4 Maintain the work area	4	6		
	PC 5 Perform maintenance operations	6	8		
	PC 6 Compliance with industry, regulatory and organizational requirements	5	8		
	PC 7 Respect diversity	5	6		
	PC 8 Material conservation practices	0	0		
	PC 9 Energy/electricity conservation practices	-	4		
	PC 10 Effective waste management/recycling practices	6	8		
	Total Marks	40	60	-	-

LSS/N2408, Skiving machine parts and their function	PC1 identify and name key parts of the skiving machine such as blade, feed roller, presser foot, grinding stone, and adjustment knobs.	5	10		
	PC2 Describe the function of each part accurately and relate it to the skiving process.	2	10		
	PC3 Adjust machine components (e.g., blade angle, skiving width and depth) as per material requirements.	3	10		
	PC4 Perform basic maintenance tasks like cleaning parts, replacing the blade, or sharpening with the grinding stone.	2	5		
	PC5 Check alignment and functionality of moving parts before and during operation.	3	5		
	PC6 Operate the waste suction or collection system, if available, to ensure clean work conditions.	5	10		
	PC7 Follow safety procedures while handling machine parts, especially sharp or moving components.	5	5		
	PC8 Report any damage, misalignment, or malfunctioning part to the supervisor immediately.	5	5		
	Total Marks	30	60	NA	NA
DGT/VSQ/N0101 – Employability Skills	PC 1 Introduction to Employability Skills	1	1	-	-
	PC 2 Constitutional values – Citizenship	1	1	-	-
	PC 3 Becoming a Professional in the 21st Century	1	3	-	-
	PC 4 Basic English Skills	2	3		

			-	-
PC 5 Communication Skills	1	1	-	-
PC 6 Diversity & Inclusion	1	1	-	-
PC 7 Financial and Legal Literacy	3	4	-	-
PC 8 Essential Digital Skills	4	6	-	-
PC 9 Entrepreneurship	3	5	-	-
PC 10 Customer Service	2	2	-	-
PC 11 Getting ready for apprenticeship & Jobs	1	3	-	-
Total Marks	20	30		

				-	-
On job training	Follow safety guidelines and use personal protective equipment correctly				
	Identify and understand job roles and responsibilities				
	Operate tools and machines as per instructions				
	Perform tasks under supervision with accuracy and care				
	Maintain cleanliness and organization at the workplace				
	Follow production process steps as demonstrated				
	Ask questions and seek clarification when needed				
	Record work details as required by the supervisor				

	Show improvement in speed and quality over time Work respectfully with team members and supervisors				
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Annexure: Assessment Strategy

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

Mention the detailed assessment strategy in the provided template.

Leather SSC has well defined assessment process wherein SSC directly executes & monitors the assessment through a pool of trained certified assessors. The assessors are available locally in all major clusters and Question banks are provided in the local language. Clear-cut Pre assessment, Assessment & Post Assessment strategies have been developed incorporating latest technology & real time monitoring of the entire assessment process. All the relevant stakeholders are educated on the Assessment & QA practices with well-defined role for each stakeholder. The assessment consists of majorly two-components

1. Cognitive (Knowledge-based)

- Summative assessment consisting of 20 theory questions with Multiple Choice, equally distributed to NOS present in the qualification pack.
- This will test their knowledge & understanding of the theory concept covered in the training part.

2. Psychomotor (Skill based)

- Formative assessment consisting of practical demonstration & performance of the job role as per the NOS ,including VIVA
- This will test their skill and application of the practical concepts in the QP.

Assessment Process:

- Training Partner (TP) shares the candidate details in the prescribed format with SSC and assessment is scheduled for a mutually agreed date.

- TP makes the necessary arrangements for assessment
- On the assessment date, the assigned assessor reaches the location (mostly Training Centre) and confirms the assessment arrangements.
- Assessor performs the Pre-assessment QA checks including the lab setup, training attendance, Logbook and candidate documents. It's mandatory to check and confirm the candidate identity with the support of the concerned batch trainer & candidate ID
- Assessment process is completely online using Mobile/ Tablet with live monitoring & recording.
- Theory assessment is completely online & scoring is done automatically. Practical assessment can be proctored in case of End Point Assessor method wherein the proctor uploads the practical video for which scoring is done by end point assessor or assessor based where in assessor gives the scoring for each question.
- Once the practical & viva scoring is completed, the scores are locked & results are generated instantaneously.

Quality Assurance in Assessment Process:

- Detailed SOP/checklist shared with TP & assessor on the assessment process
- Geotagging & Whats app Group –Periodic sharing of pics & videos - What's app group is maintained wherein the assessor shares his/her geotagged photo once they reach the TC. Then only the assessor is given access to the online assessment documents. The assessors are instructed to share the geotagged pics & short videos of assessment in the group as the assessment progress..
- MI Camera Monitoring - As the assessor reaches the TC, Mi camera has to be connected for Live monitoring & the whole assessment activity is recorded. Live monitoring of assessments keep a check on the assessor & TPs during the assessment. Any malpractices involved can be easily caught with evidence.

Best Practices:

1. Assessment:
 - a. Geo Tagging
 - b. Access to Online assessment documents for assessor only after reaching the Training Centre.
 - c. Randomization of questions
 - d. Question Paper set at Control
 - e. LIVE monitoring & recording of assessment
2. Assessor
 - a. Capacity building trainings given periodically
 - b. Distribution of centers

- c. Travel arrangements
 - d. Performance of assessor Empaneled
 - e. SLA with emphasis on malpractice
3. Online Platform
- a. User friendly
 - b. Capable of operating in poor internet connectivity
 - c. Randomization of papers
 - d. Photograph of candidate & ID card captured before theory & practical assessment

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