



QUALIFICATION FILE

Coffee Plantation Worker

☒ 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: 2.5

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	Coffee Plantation Worker																			
2.	Sector/s	Agriculture																			
3.	Type of Qualification: ☐ New ☒ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing qualification: 2022/AGR/ASCI/06517 & Version 3.0	Qualification Name of existing/previous version: Coffee Plantation Worker																		
4.	a. OEM Name b. Qualification Name (Wherever applicable)	NA																			
5.	National Qualification Register (NQR) Code &Version (Will be issued after NSQC approval)	QG-2.5-AG-03910-2025-V2-ASCI	6. NCrF/NSQF Level: 2.5																		
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 Coffee Plantation Worker is responsible for assisting in carrying out coffee cultivation including activities such as preparing the coffee seeds, raising seedlings in the nursery along with preparing the field, transplanting and maintaining the crop. The individual also assists in harvesting the coffee crop and carrying out its post-harvest management.																			
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>9th or equivalent</td> <td></td> </tr> <tr> <td>2</td> <td>8th grade pass</td> <td>With 1.5 years of relevant experience in agriculture and allied sectors</td> </tr> <tr> <td>3</td> <td>5th Grade pass</td> <td>With 6 years of relevant experience in agriculture and allied sectors</td> </tr> <tr> <td>4</td> <td>Previous NSQF level 2</td> <td>With 0.5 years of relevant experience in agriculture and allied sectors</td> </tr> <tr> <td>5</td> <td>Previous NSQF level 1</td> <td>With 1.5 years of relevant experience in agriculture and allied sectors</td> </tr> </tbody> </table> b. Age: ⁶ NA		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)	1	9th or equivalent		2	8 th grade pass	With 1.5 years of relevant experience in agriculture and allied sectors	3	5 th Grade pass	With 6 years of relevant experience in agriculture and allied sectors	4	Previous NSQF level 2	With 0.5 years of relevant experience in agriculture and allied sectors	5	Previous NSQF level 1	With 1.5 years of relevant experience in agriculture and allied sectors
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1	9th or equivalent																				
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4	Previous NSQF level 2	With 0.5 years of relevant experience in agriculture and allied sectors																			
5	Previous NSQF level 1	With 1.5 years of relevant experience in agriculture and allied sectors																			
10.	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	8	11. Common Cost Norm Category (I/II/III) (wherever applicable): II																		

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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>110</td> <td>130</td> <td></td> <td></td> <td>240</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)	110	130			240	Online					
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																			
Classroom (offline)	110	130			240																			
Online																								
14.	Aligned to NCO/ISCO Code/s (if no code is available mention the same)	NCO-2015/6112.0601																						
15.	Progression path after attaining the qualification (Please show Professional and Academic progression)	Coffee Plantation Worker (L2.5), Coffee Entrepreneur (Small Unit) (L3)																						
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: SHI																						
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/N0101 (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: 08-05-2025	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	Assist in raising coffee saplings in the nursery	AGR/N0501 (v3.0)	Core	2.5	2	20	40			60	30	40		30	100	25
2	Assist in preparing the field and transplanting the coffee seedlings	AGR/N0502 (v3.0)	Core	2.5	1	10	20			30	30	40		30	100	25
3	Assist in maintaining the coffee crop	AGR/N0503 (v4.0)	Core	2.5	2	20	40			60	30	40		30	100	20
4	Assist in harvesting and post-harvest processing of coffee crop	AGR/N0507 (v3.0)	Core	2.5	1	10	20			30	30	40		30	100	20
5	Maintain health and safety at the workplace	AGR/N9903 (v4.0)	Non-Core	4	1	20	10			30	40	25		35	100	5
6	Employability Skills (30 Hours)	DGT/VSQ/N 0101 (v1.0)	Non-Core	2.5	1	30				30	20	30			50	5
Duration (in Hours) / Total Marks					8	110	130			240	180	215		155	550	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.)

Section 3: Training Related

1.	Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	10th Class with 7 years of relevant industry experience in Coffee Plantation* * Coffee Plantation Worker with 7 Years of experience working with registered Tea plantation after 10th Pass OR 12th Class with 4 years of relevant industry experience in Coffee Plantation** **Ex-Service-Man including Ex-Paramilitary personnel: Minimum Qualification is 10+2 with an Honorable Discharge/ Pension. SSC would consider a relaxation/ waiver of sector-specific experience on a case-to-case basis. OR Diploma (Agriculture/Horticulture) with 3 years of relevant industry or training experience in Coffee Plantation OR Graduate (Any stream except Agriculture/ Horticulture/ Botany/ Tea Husbandry/ Technology) with 2 years of relevant industry experience in Coffee Plantation*** ***For the school Program minimum qualification of the Trainer should be Graduate (Agriculture/ Horticulture/ Botany) with minimum 3 years Teaching experience (will be considered industry experience). OR Graduate (Agriculture / Horticulture/ Forestry) with 1 year of relevant industry experience in Coffee Plantation OR Post Graduate (Agriculture / Horticulture/ Botany /Forestry)
2.	Master Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	5 years of training experience in Coffee Plantation after Graduation (Any stream except Agriculture/ Horticulture/ Botany/ Tea Husbandry/ Technology) with 2 years of relevant industry experience OR 5 years of training experience in Coffee Plantation after Graduation (Agriculture / Horticulture/ Forestry) with 1 years of relevant industry experience OR 5 years of training experience in Coffee Plantation after Post Graduate (Agriculture / Horticulture/ Botany /Forestry)

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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

1.	Assessor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	B.Sc. (Agriculture/ Botany/ Forestry/ Plantation Horticulture and other related streams) with 5 years of relevant industry experience in Horticulture/Plantation/Forestry/Horticulture and related streams OR M.Sc. (Agriculture/ Botany/ Forestry/ Plantation Horticulture and other related streams) with 2 years of relevant industry experience in Horticulture/Plantation/Forestry/Horticulture and related streams OR PhD (Agriculture/ Botany/ Forestry/ Plantation Horticulture and other related streams) with 1 year of relevant industry experience in Horticulture/Plantation/Forestry/Horticulture and related streams
2.	Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	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 .)
3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	M.Sc. (Agriculture/ Botany/ Forestry/ Plantation Horticulture and other related streams) with 10 years of relevant industry experience in Horticulture/Plantation/Forestry/Horticulture and related streams
4.	Assessment Mode (Specify the assessment mode)	Offline
5.	Tools and Equipment Required for Assessment	☒ Same as for training ☒ Yes ☐ No (details to be provided in Annexure-if it is different for Assessment)

Section 5: Evidence of the need for the Qualification

Provide Annexure/Supporting documents name.

1.	Latest Skill Gap Study (not older than 2 years) (Yes/No): 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: 13

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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 02 January 2025 to HC, MOA, FW and reminder sent on 30 Jan 2024

Section 6: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

1.	Annexure: NCrf/NSQF level justification based on NCrf level/NSQF descriptors <i>(Mandatory)</i>	<i>Annexure-1</i>
2.	Annexure: List of tools and equipment relevant for qualification <i>(Mandatory, except in case of online course)</i>	<i>Annexure-2</i>
3.	Annexure: Detailed Assessment Criteria <i>(Mandatory)</i>	<i>Annexure-5</i>
4.	Annexure: Assessment Strategy <i>(Mandatory)</i>	<i>Annexure-6</i>
5.	Annexure: Blended Learning <i>(Mandatory, in case selected Mode of delivery is "Blended Learning")</i>	<i>NA</i>
6.	Annexure: Multiple Entry-Exit Details <i>(Mandatory, in case qualification has multiple Entry-Exit)</i>	<i>NA</i>
7.	Annexure: Acronym and Glossary <i>(Optional)</i>	
8.	Supporting Document: Model Curriculum <i>(Mandatory – Public view)</i>	<i>Annexure-7</i>
9.	Supporting Document: Career Progression <i>(Mandatory - Public view)</i>	Coffee Plantation Worker (L2.5), Coffee Entrepreneur (Small Unit) (L3)
10.	Supporting Document: Occupational Map <i>(Mandatory)</i>	<i>Annexure-8</i>
11.	Supporting Document: Assessment SOP <i>(Mandatory)</i>	<i>Annexure-9</i>
12.	Any other document you wish to submit:	

Annexure 1: Evidence of Level

NCrf/NSQF Level Descriptors	Key requirements of the job role/ outcome of the qualification	How the job role/ outcomes relate to the NCrf/NSQF level descriptor	NCrf/NSQF Level
Professional Theoretical Knowledge/Process	- Preparing for coffee cultivation - Preparing the field and transplanting the coffee seedlings - Maintaining the coffee crop	A Coffee Plantation Worker is responsible for assisting in carrying out coffee cultivation including activities such as preparing the coffee seeds, raising seedlings in the nursery along with preparing the field, transplanting and maintaining the crop. The individual also assists in harvesting the coffee crop.	2.5

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	• Harvesting and post-harvest processing of coffee crop		
Professional and Technical Skills/ Expertise/ Professional Knowledge	• Optimizing resource utilization • Waste management • Practice inclusion at work • Harvesting the cherries • Preparing the coffee seeds • Administer appropriate emergency procedures	The job holder is expected to have knowledge to check the maturity of cherries on coffee plants, assist in carrying out mechanical or manual harvesting of cherries, prepare the relevant tools and equipment for harvesting cherries, collect the harvested cherries in appropriate bags or baskets, ensuring no damage to the cherries, assist in selecting mature and healthy bearer for seed extraction, Check moisture content using moisture meter, remove the berry floats and pulp manually or mechanically, ensure hygiene to prevent contamination in seed preparation, sieve the berries, mix them with sieved wood ash and dry under shade, grade and remove cut, triangular and elephant seeds, assist in seed treatment using organomercurial fungicide, store seeds in hygienic conditions and at the recommended temperature follow procedures for dealing with accidents, fires and emergencies, report provided treatment appropriate, report details of first aid administered in accordance, use emergency equipment in accordance with the manufacturer's specifications and workplace requirements, adopt gender-neutral behavior at work, empathies with Persons with Disabilities (PwD) at work, segregate waste into appropriate categories as per the supervisor's instructions assist in recycling and disposing waste, use water and other resources optimally, plug water leakages to prevent its wastage.	2.5
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	• Nutrient, pest and disease management • Raise seedlings in the nursery • Perform basic calculations • Maintain a clean and safe workplace	The job holder is expected to prepare a assist in regular sampling and testing of the soil to ensure the coffee crop receives the required macro and micronutrients, apply the recommended organic and inorganic fertilizers in the coffee field as per the fertilization schedule	2.5

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		recommended, carry out irrigation of the coffee crop at the recommended intervals, apply the recommended treatment as per the Integrated Pest Management (IPM) practices, assist in carrying out intercropping to promote the healthy growth, carry out digging, forking and remove weeds from the field, carry out pruning of the coffee plants to remove dead and infested leaves, apply the recommended herbicides and weedicides, train the coffee plants to ensure their desired growth, carry out basic safety checks before operation of all tools, implements, and machinery and report identified hazards, follow the instructions mentioned on the labels of chemicals/pesticides/fumigants etc, wear appropriate personal protective equipment (PPE) while performing work in accordance, assess risks prior to performing manual handling jobs, work in a manner that minimises environmental damage, ensuring all procedures and instructions for controlling risks, follow government/workplace advisories in case of outbreak.	
Broad Learning Outcomes/Core Skill	• Raise seedlings in the nursery • Preparing the field for transplantation • Transplanting the seedlings • Carrying out post-harvest processing • Maintain personal hygiene	The job holder is expected to assist in preparing a raised nursery bed or a polybag bed for raising seedlings, ensuring the soil is loamy and has the required organic matters, co-ordinate with an approved laboratory to detect the presence of nematodes in the soil, mix the recommended quantity of coarse sand in the soil, carry out soil solarisation, arrange for quality water to irrigate the nursery bed and shading to protect it, follow the recommended practices to protect the seedlings from pests, disease and fluctuations in temperature, harvest and acclimatise the seedlings, store the harvested seedlings at recommended temperature and humidity, dry the harvested cherries under the sun or mechanically, carry out pulping of cherries to obtain the coffee beans and clean the beans, sort the coffee beans	2.5

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		on appropriate parameters, grade the coffee beans based on shape and size, pack the coffee beans in air-tight packing, protecting them from moisture, apply the recommended treatment in the storage to remove pest and insects, load the packed beans in the transport vehicle, protecting them and packing material from damage assist the supervisor in maintaining the record of coffee beans processed and transported, carry out pulping of cherries to obtain the coffee beans, follow the workplace sanitization norms, ensure the face is covered with a mask or three layers of cloth-piece.	
Responsibility	• Raising seedlings in the nursery • Preparing the coffee seeds, field • Transplanting and maintaining the crop • Carrying out harvesting and post harvesting of coffee plantation	A Coffee Plantation Worker is responsible for assisting in carrying out coffee cultivation including activities such as preparing the coffee seeds, raising seedlings in the nursery along with preparing the field, transplanting and maintaining the crop. The individual also assists in harvesting the coffee crop.	2.5

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	Knapsack sprayer	Nos	1
2	Picking mat	Nos	30
3	Hand held knife	Nos	30
4	Coffee cherries (both ripe and unripe)	gm	100
5	Face Masks	Nos	30
6	Hats/caps	Nos	30
7	Gumboots	Nos	6
8	Shovel	Nos	1
9	Long rubber gloves	Nos	30
10	Fawda	Nos	2
11	Khurpi	Nos	6
12	Moisture meter	Nos	1
13	Wet and dry coffee seeds	Nos	1
14	Waterproof aprons	Nos	30
15	Foliar spray	Nos	3
16	Video Recording Equipment	Nos	1
17	Pruning shears	Nos	1
18	Powdered Fertilizers (Urea, DAP, MOP)	Kg	50
19	Long reach pruner	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	CAAFE	Sumit Srivastava	General Manager	New Delhi	9889990102	info@caafe.in	
2	Centre for Microfinance	Amit Kumar	Head	Jaipur		amit.kumar@cmfraj.org	
3	Post-Graduation Department of Agriculture	Dr. Randeep Kaur and Dr. Lavleen Kaur	Associate Professor and Assistant Professor	Amritsar	9915305271	lavleenkaur@khalsacollege.edu.in	
4	Cropicon Exim Private Limited	Jonna Gunadeep	Founder	Kurnool	6381498558	info@cropicon.co.in	
5	Indian Institute of Plantation Management	Dr. KC Prakash	Assistant Professor	Bengaluru	7619367720	kcp.iipmb@gmail.com	
6	Jagtaph Horticulture Pvt Ltd	Shrinkhala Mahobla	HR Manager	Pune	9011032314	hr@jagtaphorticulture.com	
7	Pathik Agrihorti Solutions pvt. Ltd	Dr Nirmal Kant Sharma	Director	Karnal	7018436769	pagrihortisolutions@gmail.com	
8	Rai Farms and Nursery	Ram Rai	Proprietor	Damtal, Kangra	9888135135		
9	Sam Higginbottom University of Agriculture Technology & Sciences	Dr. Neelam Khore	Professor & Head	Prayagraj	9839588504	neelam.khare@shuats.edu.in	
10	Synergy Tecnofin Private Limited	Abhinav Sharma	HR	Delhi	9870568976	abhinav@synergytech.in	
11	Alpha Advantech LLP	Nitin Lalit	Inventor	Karnal	7015437037	alphaplanter@gmail.com	
12	Amar Singh College	Sanjay Kumar Gupta	Dean Department of Agriculture	Bulandshahr		ascollegelkt@gmail.com	
13	KVA DAV College for Women	Sri Sung	Officiating Principal	Kurukshetra	0184-2252429	kvkdavw@gmail.com	

Annexure 4: Training & Employment Details

Training and Employment Projections:

Year	Total Candidates		Women		People with Disability	
	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities
2025-26	400	200	30	30		
2026-27	400	200	30	30		
2027-28	400	200	30	30		

Data to be provided year-wise for next 3 years

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

Qualification Version	Year	Total Candidates				Women				People with Disability			
		Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed
	2022-23												
3.0	2023-24	437	56	56	0	375	54	54	0	0	0	0	0
3.0	2024-25	517	87	87	0	365	56	56	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: NA

- 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/N0501: Assist in raising coffee saplings in the nursery	<i>Assist in preparing the coffee seeds</i>	12	18		16
	PC1. assist in selecting healthy and mature seed bearer plants for extracting coffee seeds				
	PC2. check the moisture percentage using a moisture meter, and harvest fully- developed and ripe berries from the seed bearers				
	PC3. remove the berry floats and pulp manually or mechanically as per the supervisor's instructions, ensuring hygiene to prevent contamination				
	PC4. sieve the berries, mix them with sieved wood ash and dry under shade				
	PC5. grade the seeds as per the supervisor's instructions to remove all cut, triangular and elephant beans				
	PC6. assist in treating the seeds with the recommended organomercurial fungicide to prevent fungal infection and store them at the recommended temperature in hygienic conditions				
	<i>Assist in raising saplings in the nursery</i>	18	22		14
	PC7. co-ordinate with an approved laboratory to detect the presence of nematodes in the soil				
	PC8. apply the treatment recommended by the lab to remove nematodes from the soil				
	PC9. carry out soil solarisation as per the supervisor's instructions				
	PC10. assist in selecting the appropriate organic method for the cultivation of coffee saplings in the nursery				
	PC11. assist in preparing a raised nursery bed or a polybag bed for raising seedlings, ensuring the soil is loamy and has the required organic matters such as farmyard manure or compost				
	PC12. mix the recommended quantity of coarse sand in the soil as per the supervisor's instructions, to ensure effective drainage and aeration				
	PC13. arrange for quality water to irrigate the nursery bed and shading to protect it from direct sunlight				
	PC14. sow the coffee seeds at the recommended depth and density to ensure their healthy growth				

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	PC15. follow the recommended practices to protect the seedlings from pests, disease and fluctuations in temperature				
	PC16 harvest and acclimatise the coffee saplings at the recommended temperature for the appropriate duration				
	PC17. store the harvested saplings at the recommended temperature and humidity before being transplanted				
	Total Marks	30	40	-	30
AGR/N0502: Assist in preparing the field and transplanting the coffee seedlings	<i>Assist in preparing the field for transplantation</i>	<i>16</i>	<i>22</i>		<i>18</i>
	PC1. remove any debris, waste and weeds from the coffee field				
	PC2. assist in preparing the coffee field for easy use of relevant farm machineries				
	PC3. • carry out ploughing and harrowing in the field using the appropriate farm machineries and implements, as per the supervisor's instructions to • achieve the recommended tilth				
	PC4. apply the recommended fertilisers in an appropriate quantity to supplement the required macro and micronutrients, ensuring the saplings are planted after the recommended duration to allow nutrients to get absorbed into the soil				
	PC5. carry out liming of the field soil as per the supervisor's instructions to achieve the required pH levels				
	PC6. assist in installing an appropriate irrigation or fertigation system				
	PC7. create drainage conduits as per the supervisor's instructions, maintaining the optimum space				
	PC8. drain out any stagnant water from the field to prevent rotting in the seedlings				
	PC9. assist in arranging shading in the field to maintain the recommended temperature and soil moisture for the optimum growth of coffee crop				
	PC10. prepare pits in the field as per the supervisor's instructions for transplanting coffee saplings				
	<i>Assist in transplanting the seedlings</i>	<i>14</i>	<i>18</i>		<i>12</i>
	PC11. assist in transplanting the coffee seedlings, maintaining the planting density recommended for the selected coffee variety and field's topography				
	PC12. carry out staking to support the vertical growth of transplanted saplings				
	PC13. apply the recommended organic and inorganic fertilisers to the saplings as per the supervisor's instructions				

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	PC14. water the saplings with the recommended quantity				
	PC15. apply mulch around the roots of the saplings to preserve soil moisture and prevent the growth of weeds				
	Total Marks	30	40		30
AGR/N0503: Assist in maintaining the coffee crop	<i>Assist in irrigation management</i>	<i>8</i>	<i>10</i>	<i>-</i>	<i>6</i>
	PC1. irrigate the coffee plants with an appropriate quantity of water according to the soil type, slope of the field, and supervisor's instruction				
	PC2. carry out regular maintenance of the irrigation and drainage channels				
	PC3. Drain out excess water from the field to ensure no waterlogging				
	<i>Assist in nutrient, pest and disease management</i>	<i>8</i>	<i>8</i>		<i>8</i>
	PC4. sample the field soil, pack and label it, and assist in its testing via an approved laboratory to ensure the coffee crop receives the required macro and micronutrients				
	PC5. select the appropriate organic and inorganic fertilisers such as Farm Yard Manure (FYM) containing the required macro and micronutrients				
	PC6. apply fertilisers to coffee plants using foliar spray as per the fertilisation schedule recommended for the coffee variety, and the supervisor's instructions				
	PC7. adopt relevant cultural practices to enhance the percentage of soil nutrients for the benefit of coffee plants				
	PC8. check the coffee crop regularly to identify the signs of pest and disease infestation				
	PC9. apply the recommended treatment as per the Integrated Pest Management (IPM) practices and supervisor's instructions				
	PC10. assist in carrying out intercropping to promote the healthy growth of coffee plants				
	<i>Assist in weeding, pruning and training</i>	<i>6</i>	<i>10</i>		<i>6</i>
	PC11. carry out mulching as per the supervisor's instructions to prevent the growth of weeds				
	PC12. carry out digging, forking and remove weeds from the field as per the supervisor's instructions				
	PC13. apply the recommended herbicides and weedicides as per instructions				

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	PC14. carry out pruning of the coffee plants to remove dead and infested leaves and branches				
	PC15. train the coffee plants to ensure their desired growth				
	<i>Assist in the maintenance of machinery/equipment</i>	4	4		2
	PC16. keep tools and equipment in good working condition				
	PC17. carry out minor repair of machineries/equipment used in various plantation operations				
	<i>Assist in optimising resource utilisation</i>	2	4		4
	PC18. use water and other resources optimally in various tasks and processes				
	PC19. plug water leakages to prevent its wastage				
	<i>Assist in waste management</i>	2	4		4
	PC20. segregate waste into appropriate categories as per the supervisor's instructions				
	PC21. assist in recycling and disposing waste appropriately				
	Total Marks	30	40	-	30
AGR/N0507: Assist in harvesting and post-harvest processing of coffee crop	<i>Assist in harvesting the cherries</i>	14	18		16
	PC1. check the maturity of cherries on coffee plants through co-ordination with the supervisor				
	PC2. prepare the relevant tools and equipment for harvesting cherries				
	PC3. assist in carrying out mechanical or manual harvesting of cherries, following the strip picking or selective picking method as per the supervisor's instructions				
	PC4. ensure harvesting of mature cherries only and at appropriate intervals				
	PC5. collect the harvested cherries in appropriate bags or baskets, ensuring no damage to the cherries				
	<i>Assist in carrying out post-harvest processing</i>	16	22		14
	PC6. dry the harvested cherries under the sun or mechanically using a hot air dryer as per the supervisor's instructions				
	PC7. carry out pulping of cherries to obtain the coffee beans and clean the beans as per instructions				
	PC8. sort the coffee beans on appropriate parameters				
	PC9. grade the coffee beans based on shape and size with the help of a rotating sieve				
	PC10. pack the coffee beans in air-tight packing, protecting them from Moisture				

	PC11. apply the recommended treatment in the storage to remove pest and insects				
	PC12. store the packed coffee beans in a dry and hygienic storage area				

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	PC13. load the packed beans in the transport vehicle, protecting them and packing material from damage				
	PC14. assist the supervisor in maintaining the manual and/ or electronic record of coffee beans processed and transported, using the physical registers and/ or the relevant computer application				
	Total Marks	30	40	-	30
AGR/N9903: Maintain health and safety at the workplace	<i>Maintain personal hygiene</i>	10	5	-	10
	PC1. wash hands, legs and face with soap/alcohol-based sanitizer at reasonable intervals				
	PC2. wash the worn clothes with soap and sun-dry before use next time				
	PC3. ensure the face is covered with mask or three layers of cloth-piece				
	PC4. follow the workplace sanitisation norms including distancing from sick people				
	<i>Maintain clean and safe workplace</i>	15	15		15
	PC5. carry out basic safety checks before operation of all tools, implements, and machinery and report identified hazards to the supervisor				
	PC6. wear appropriate Personal Protective Equipment (PPE) while performing work in accordance with the workplace policy				
	PC7. follow the instructions mentioned on the labels of chemicals/pesticides/fumigants etc. to avoid hazards				
	PC8. assess risks prior to performing manual handling jobs, and work according to currently recommended safe practices				
	PC9. sanitize equipment, tools and machinery before and after use				
	PC10. use equipment and materials safely and correctly and return the same to designated storage after use				
	PC11. dispose waste safely and correctly in the designated area				
	PC12. recognize risks to bystanders and take required action to reduce the risks				
	PC13. work in a manner which minimizes environmental damage, ensuring all procedures and instructions for controlling risks are followed				
	PC14. report any accidents, incidents or problems without delay to an appropriate person and take necessary immediate action to reduce further danger				
	PC15. follow government / workplace advisories in case of outbreak of any disease/disaster				

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	<i>Administer appropriate emergency procedures</i>	15	5		10
	PC16. follow procedures for dealing with accidents, fires and emergencies, including communicating location and directions to the location of emergency, as per the workplace requirements				
	PC17. use emergency equipment in accordance with manufacturer's specifications and workplace requirements				
	PC18. provide treatment appropriate to the patient's injuries in accordance with recognized first aid techniques				
	PC19. recover (if practical), clean, inspect/test, refurbish, replace and store the first aid equipment as appropriate				
	PC20. report details of first aid administered in accordance with workplace procedures				
	Total Marks	40	25	-	35
DGT/VSQ/N0101: Employability Skills (30 Hours)	<i>Introduction to Employability Skills</i>	1	1	-	-
	PC1. understand the significance of employability skills in meeting the job requirements				
	<i>Constitutional values – Citizenship</i>	1	1	-	-
	PC2. identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices				
	<i>Becoming a Professional in the 21st Century</i>	1	3	-	-
	PC3. explain 21st Century Skills such as Self- Awareness, Behavior Skills, Positive attitude, self-motivation, problem-solving, creative thinking, time management, social and cultural awareness, emotional awareness, continuous learning mindset etc.				
	<i>Basic English Skills</i>	2	3	-	-
	PC4. speak with others using some basic English phrases or sentences				
	<i>Communication Skills</i>	1	1	-	-
	PC5. follow good manners while communicating with others				
	PC6. work with others in a team				
	<i>Diversity & Inclusion</i>	1	1	-	-
	PC7. communicate and behave appropriately with all genders and PwD				
	PC8. report any issues related to sexual harassment				
	<i>Financial and Legal Literacy</i>	3	4	-	-
	PC9. use various financial products and services safely and securely				
	PC10. calculate income, expenses, savings etc.				

	PC11. approach the concerned authorities for any exploitation as per legal rights and laws				
	<i>Essential Digital Skills</i>	4	6	-	-
	PC12. operate digital devices and use its features and applications securely and safely				
	PC13. use internet and social media platforms securely and safely				
	<i>Entrepreneurship</i>	3	5	-	-
	PC14. identify and assess opportunities for potential business				
	PC15. identify sources for arranging money and associated financial and legal challenges				
	<i>Customer Service</i>	2	2	-	-
	PC16. identify different types of customers				
	PC17. identify customer needs and address them appropriately				
	PC18. follow appropriate hygiene and grooming standards				
	<i>Getting ready for apprenticeship & Jobs</i>	1	3	-	-
	PC19. create a basic biodata				
	PC20. search for suitable jobs and apply				
	PC21. identify and register apprenticeship opportunities as per requirement				
	Total Marks	20	30	-	-
Grand Total		180	215		155

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 jobrole

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