



QUALIFICATION FILE

Barefoot Technician

☒ Short Term Training (STT) ☐ Long Term Training (LTT) ☒ Apprenticeship

☒ Upskilling ☐ Dual/Flexi Qualification ☒ For ToT ☒ For ToA

☒ General ☐ Multi-skill (MS) ☐ Cross Sectoral (CS) ☐ Future Skills ☐ OEM

NCrF/NSQF Level: 4

Submitted By:

Agriculture Skill Council of India

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

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Section 1: Basic Details

1.	Qualification Name	Barefoot Technician																
2.	Sector/s	Agriculture																
3.	Type of Qualification: ☐ New ☒ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing qualification: QG-04-AG-00274-2023-V1.1-ASCI	Qualification Name of existing/previous version: Barefoot Technician															
4.	a. OEM Name b. Qualification Name (Wherever applicable)	NA																
5.	National Qualification Register (NQR) Code &Version (Will be issued after NSQC approval)	QG-04-AG-03923-2025-V2-ASCI	6. NCrf/NSQF Level: 4															
7.	Award (Certificate/Diploma/Advance Diploma/ Any Other (Wherever applicable specify multiple entry/exits also & provide details in annexure)	Certificate																
8.	Brief Description of the Qualification	A Barefoot Technician works as a technical assistant and performs various tasks under the instructions and guidance of the Technical Assistant (TA)/Junior Engineer (JE)/ Assistant Engineer (AE), such as assisting in identification of work and worksites under Mahatma Gandhi National Rural Employment Guarantee Act (MGNREGA); collecting baseline information; assisting in making the presentation to Gram Panchayat (GP) and preparing work register; assisting in preparing for work on the MGNREGA worksite; assisting in preparing for work on the MGNREGA work site; supervising work at MGNREGA worksites and maintaining the relevant MGNREGA records.																
9.	Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience: <table border="1"> <thead> <tr> <th>S. No.</th> <th>Academic/Skill Qualification (with Specialization - if applicable)</th> <th>Required Experience (with Specialization - if applicable)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>12th grade pass or equivalent</td> <td></td> </tr> <tr> <td>2</td> <td>10 grade pass</td> <td>3 years of relevant experience in Agriculture and allied sectors</td> </tr> <tr> <td>3</td> <td>Previous NSQF level 3.5</td> <td>1.5 years of relevant experience in Agriculture and allied sectors</td> </tr> <tr> <td>4</td> <td>Previous NSQF level 3</td> <td>3 years of relevant experience in in Agriculture and allied sectors</td> </tr> </tbody> </table> b. Age: 18 years		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)	1	12 th grade pass or equivalent		2	10 grade pass	3 years of relevant experience in Agriculture and allied sectors	3	Previous NSQF level 3.5	1.5 years of relevant experience in Agriculture and allied sectors	4	Previous NSQF level 3	3 years of relevant experience in in Agriculture and allied sectors
S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)																
1	12 th grade pass or equivalent																	
2	10 grade pass	3 years of relevant experience in Agriculture and allied sectors																
3	Previous NSQF level 3.5	1.5 years of relevant experience in Agriculture and allied sectors																
4	Previous NSQF level 3	3 years of relevant experience in in Agriculture and allied sectors																

10.	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	13	11. Common Cost Norm Category (I/II/III) (wherever applicable): I																			
12.	Any Licensing requirements for Undertaking Training on This Qualification (wherever applicable)	NA																				
13.	Training Duration by Modes of Training Delivery (Specify Total Duration as per selected training delivery modes and as per requirement of the qualification)	☒ Offline ☐ Online ☐ Blended																				
		<table border="1"> <thead> <tr> <th>Training Delivery Modes</th><th>Theory (Hours)</th><th>Practical (Hours)</th><th>OJT Mandatory (Hours)</th><th>OJT Recommended (Hours)</th><th>Total (Hours)</th></tr> </thead> <tbody> <tr> <td>Classroom (offline)</td><td>150</td><td>120</td><td>120</td><td></td><td>390</td></tr> <tr> <td>Online</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)	Classroom (offline)	150	120	120		390	Online						(Refer Blended Learning Annexure for details)	
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																	
Classroom (offline)	150	120	120		390																	
Online																						
14.	Aligned to NCO/ISCO Code/s (if no code is available mention the same)	NCO-2015/3142.0201																				
15.	Progression path after attaining the qualification (Please show Professional and Academic progression)	Barefoot Technician (L4), Barefoot supervisor (L5)																				
16.	Other Indian languages in which the Qualification & Model Curriculum are being submitted	Hindi																				
17.	Is similar Qualification(s) available on NQR-if yes, justification for this qualification	☐ Yes ☒ No URLs of similar Qualifications:																				
18.	Is the Job Role Amenable to Persons with Disability	☒ Yes ☐ No If "Yes", specify applicable type of Disability: 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/N0102 (v1.0)																				
21.	Is Qualification Suitable to be Offered in Schools/Colleges	Schools ☒ Yes ☐ No Colleges ☒ Yes ☐ No																				
22.	Name and Contact Details of Submitting / Awarding Body SPOC (In case of CS or MS, provide details of both Lead AB & Supporting ABs)	Name: Ms. Purnambica K Email: standards@asci-india.com Website: www.asci-india.com Contact No.: 0124-4670029																				
23.	Final Approval Date by NSQC: 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 identifying the works to be taken up and collecting baseline information	AGR/N780 1 (v2.0)	Core	4	1	15	15			30	30	40		30	100	20
2	Assist in making the presentation to the GP and preparing the work register	AGR/N780 2 (v2.0)	Core	4	1	15	15			30	30	40		30	100	20
3	Assist in preparing for work on the MGNREGA work site	AGR/N780 4 (v3.0)	Core	4	2	15	45			60	30	40		30	100	20
4	Assist in monitoring work at MGNREGA work sites	AGR/N780 5 (v2.0)	Core	4	1	15	15			30	30	40		30	100	15
5	Maintain the relevant MGNREGA records	AGR/N780 6 (v2.0)	Core	4	1	15	15			30	30	40		30	100	15
6	Maintain health and safety at the workplace	AGR/N990 3 (v4.0)	Non-Core	4	1	15	15			30	40	25		35	100	5
7	Employability Skills (60 Hours)	DGT/VSQ/ N0102 (v1.0)	Non-Core	4	2	60				60	20	30		-	50	5
8	OJT (Mandatory)				4			120		120						
Duration (in Hours) / Total Marks					13	150	120	120		390	210	255		185	650	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)	12th class (Science) with 6 years of relevant industry experience in infrastructure activities* *Ex-Service-Man including Ex-Paramilitary personnel: Minimum Qualification is 10+2 with an Honourable Discharge/ Pension. SSC would consider a relaxation/waiver of sector-specific experience on a case-to-case basis. OR Diploma (Agriculture/ Horticulture/ Agriculture engineering) with 5 years of relevant industry experience in infrastructure activities OR Graduate (any stream except Agriculture / Horticulture / Botany / Forestry/Rural/Civil engineering and related fields) with 4 years of relevant industry experience in infrastructure activities **For the school Program minimum qualification of the Trainer should be Graduate in Science with Teaching experience of minimum 3 years. (will be considered industry experience) OR Graduate (Agriculture / Horticulture / Botany/Forestry/ Rural and related fields) with 1 years of relevant industry experience in infrastructure activities OR Graduate (Civil Engineering and related fields) with 0.5 years of relevant industry experience in infrastructure activities
2.	Master Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	5 years of experience in training after Graduation (any stream except Agriculture / Horticulture / Botany / Forestry/Rural/Civil engineering and related fields) with 4 years of relevant industry experience in infrastructure activities OR 5 years of experience in training after Graduation (Agriculture / Horticulture / Botany/Forestry/ Rural and related fields) with 1 years of relevant industry experience in infrastructure activities

		OR 5 years of experience in training after Graduation (Civil Engineering and related fields) with 0.5 years of relevant industry experience in infrastructure activities
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) (as per NCVET guidelines)	Graduation (Agriculture/Rural/Civil Engineering and related fields) with 5 years relevant industry experience in Civil Engineering/Rural Infrastructure Development and related experience OR Post-graduation (Agriculture/Rural/Civil Engineering and related fields) with 2 years of relevant industry experience in Civil Engineering/Rural Infrastructure Development and related experience OR PhD (Agriculture/Rural/Civil Engineering and related fields) with 1 year of relevant industry experience Civil Engineering/Rural Infrastructure Development and related experience
	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.)
	Lead Assessor’s/Proctor’s Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Post-graduation (Agriculture/Rural/Civil Engineering and related fields) with 10 years of relevant industry experience in Civil Engineering/Rural Infrastructure Development and related experience
	Assessment Mode (Specify the assessment mode)	Offline
	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: 14
5.	Estimated nos. of persons to be trained and employed: 2000
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: Awaited, Letter sent to Joint Secretary MGNREGA, MoRD on 20 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>	Barefoot Technician (L4), Barefoot supervisor (L5)
10.	Supporting Document: Occupational Map <i>(Mandatory)</i>	Annexure-8
11.	Supporting Document: Assessment SOP <i>(Mandatory)</i>	Annexure-9
12.	Any other document you wish to submit:	

Annexure 1: Evidence of Level

NSQF Domain	NSQF Domain	NSQF Domain	NCrF/NSQF Level
Process	- Assist in identifying works to be taken up - Maintain the relevant records	A Barefoot Technician works as a technical assistant and performs various tasks under the instructions and guidance of the Technical Assistant (TA)/Junior Engineer (JE)/ Assistant Engineer (AE), such as assisting in identification of work and worksites under Mahatma Gandhi National Rural Employment Guarantee Act (MGNREGA); collecting baseline information; assisting in making the presentation to Gram Panchayat (GP) and preparing work register; assisting in preparing for work on the MGNREGA work site; assisting in preparing for work on the MGNREGA work site; supervising work at MGNREGA worksites and maintaining the relevant MGNREGA records.	4
Professional knowledge	- Assist in preparing for work at the worksite - Practice inclusion at work - Supervise the execution of work	The job holder is expected to have knowledge to assist the GP in the procurement of quality construction materials, arrange for safe and efficient storage of construction materials at the worksite, organise relevant training sessions such as on-the-job training for mates and labourers, allot tasks to labour groups at the worksite, ensuring no overlapping among them, briefing them about the scope of work, applicable quality standards and targets to be achieved, ensure the availability of appropriate tools, implements, equipment and materials to the labourers for effective and timely completion of work, adopt gender-neutral behaviour at work, empathise with Persons with Disabilities (PwD), guide the mates and Rozgar Sevak in providing worksite facilities, ensure work is completed as per the applicable standards and within the agreed Turn-Around-Time (TAT), optimise the usage of water and	4

		other resources in various tasks and processes, arrange for any water leakages to be plugged to prevent its wastage, segregate waste into appropriate categories, recycle the recyclable waste appropriately and dispose the non-recyclable waste in an environment-friendly manner, follow procedures for dealing with accidents, fires and emergencies use emergency equipment in accordance with the manufacturer's specifications and workplace requirements, report details of first aid administered in accordance with workplace procedures.	
Professional skill	• Prepare the work register • Assist in checking the work done and its quality • Maintain a clean and safe workplace • Ensure safe storage of records	The job holder is expected coordinate with the TA/JE/AE for reviewing and verifying the measurements of work done by each group as recorded in the M Book, assist TA/JE/AE in checking the quality of work carried out by each group, ensure corrective action is taken as per the applicable standards, prepare the work register after obtaining approval from the relevant authority, update the worksheets with the information regarding the work completed and remaining, prepare the work schedule according to the required person-days and available material, 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., assess risks prior to performing manual handling jobs, work in a manner that minimises environmental damage, follow government / workplace advisories in case of outbreak of any disease/disaster, arrange for safe records of all the documents, ensure access to records by the authorised personnel only.	4
Core Skills	• Assist in collecting the baseline information • Assist in making the presentation to GP • Ensure adherence to health and safety standards	The job holder is expected to record information regarding the land use and ownership of the selected work site, assist the TA/JE/AE in taking measurements and other relevant technical details of various works identified to be taken up at the worksite proposed under MGNREGA record information regarding the type of soil and slope at the worksite, mark contours and horizontal lines on slopes using the A-frame, measure slopes for various works using Abney level, hydro marker, etc, assist the TA/JE/AE in preparing the input data sheet/ workbook, prepare index map and sketches for each type of work, assist the TA/JE/AE in preparing the work estimates according	4

		to the labour budget in the required format to be presented to GP, assist in making the presentation of work proposals to GP for their approval, ensure the labourers follow the applicable occupational health and safety measures, check the availability of fully- equipped first aid kit with each labour group on the site.	
Professional skill	• Identification of work and worksites under Mahatma Gandhi National Rural Employment Guarantee Act • Collecting baseline information	A Barefoot Technician works as a technical assistant and performs various tasks under the instructions and guidance of the Technical Assistant (TA)/Junior Engineer (JE)/ Assistant Engineer (AE), such as assisting in identification of work and worksites under Mahatma Gandhi National Rural Employment Guarantee Act (MGNREGA); collecting baseline information; assisting in making the presentation to Gram Panchayat (GP) and preparing work register; assisting in preparing for work on the MGNREGA work site; assisting in preparing for work on the MGNREGA work site; supervising work at MGNREGA worksites and maintaining the relevant MGNREGA records.	4

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

List of Tools and Equipment

Batch Size: 30

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
1	Lime powder	Kg	5
2	Flip Charts	Nos	1
3	Geometry Box	Nos	1
4	Personel Protective Equipments	Set	1
5	Wooden sticks (6-7 feet)	Nos	5
6	Plumb bob	Nos	1
7	Try square	Nos	3
8	Wooden pegs	Nos	5
9	Spirit level	Nos	1
10	Steel or wooden scale	Nos	1
11	Measuring tape	Nos	1
12	Crow bar	Nos	1

13	Boning rods	Nos	1
14	Mortar pan	Nos	1
15	Tube level	Nos	1
16	Face Masks	Nos	30
17	Ranging rods	Nos	2
18	Gumboots	Nos	5
19	Rubber gloves	Nos	30
20	Measuring tape (15 and 30 m)	Nos	1
21	Hammer	Nos	5
22	Spade	Nos	2
23	Helmet	Nos	6
24	Video Recording Equipment	Nos	1
25	Line string (line dori)	Nos	2

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	MS PRAKRITI AGRO PRODUCTS	Lila Kanta Bhattarai	Proprietor	Tinsukia	7577990058	bhattaraililakant@gmail.com	
2	KVK Thoubal	Dr. S Zeshmarani	Senior Scientist and Head	Thoubal	8415902143	kvkthoubal@gmail.com	
3	RAJINDER AGRI CLINIC	Dr. Rajinder Singh	MD	AMRITSAR, PUNJAB	9815008544	director@rejinderagriclinic.com	
4	TRCSC	Manas Kumar Das	Secretary	Jamshedpur, JH	9939377268	trcsc_jsr@yahoo.com	
5	DREAM	Dr. Tapas Paik	Secretary	Dimna, Jamshedpur	7909020158	dtp1234@gmail.com	

6	Reclamation Fish and Crops Private Limited	Indumati Nanda	Director	Bhubaneswar	6371694908	info.reclamationfc@gmail.com	
7	SPWD	Sanjay Kumar	Sr.Programme Officer	Ranchi	9955166278	sanjayspwdranchi@gmail.com	
8	SUVIDHA	Santosh Pandey	Director	Haldwani	9568501053	santosh@suvidha.org.in	
9	KVK, Nuapada	Laba Soren	Senior Scientist and Head	Nuapada	9437170974	KVK, Nuapada	
10	KVK, Hingoli	Dr.P.P.Shelke	Senior Scientist and Head	Hingoli	9765390976	kvkhingoli@gmail.com	
11	KVK, Sundargarh	Dr. Jayanta Kumar Pati	Senior Scientist and Head	Rourkela	8249338822	kvksundargarh2.ouat@gmail.com	
12	KVK, Sonapur	Dr. Biswa Ranjan Pattnaik	Senior Scientist & Head	Sonapur	8249447374	kvksonapur.ouat@gmail.com	
13	KVK, Puri	Dr. Surya Narayan Mishra	Senior Scientist & Head	Sakshigopal, Puri	9668509504	kvk.puri@ouat.ac.in	
14	KVK, Dhenkanal	Dr. Bimalendu Mohanty	Senior Scientist and Head	Dhenkanal	9861118241	kvk.dhenkanal@ouat.ac.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						
2026-27						

2027-28						
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Data to be provided year-wise for next 3 years

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

Qualification Version	Year	Total Candidates				Women				People with Disability			
		Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed
3.0	2022-23	207	207	207	0	24	24	24	0	1	1	1	0
3.0	2023-24	19	19	19	0	0	0	0	0	0	0	0	0
3.0	2024-25	507	218	214	0	303	143	141	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. NULM
2. FEE BASED-RPL
3. MoRD
4. UPSDM

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/N7801: Assist in identifying the works to be taken up and collecting baseline information	<i>Assist in identifying works to be taken up</i>	10	15		10
	PC1. conduct the village-level survey through coordination with the TA/JE/AE to identify the potential work sites such as water bodies, streets, ridges, contours, and work suitable for taking up under the MGNREGA				
	PC2. select the worksites and work to be taken up based on survey and study of topographic sheets and maps	-	-	-	-
	PC3. assist the TA/JE/AE in the mapping of resources for works to be taken up under MGNREGA in the identified areas	-	-	-	-
	<i>Assist in collecting the baseline information</i>	10	15		10
	PC4. collect information regarding the land use and ownership of the selected worksites along with information of the beneficiary farmers for each of the works by going to the field	-	-	-	-
	PC5. assist the TA/JE/AE in taking measurements such as length, breadth, depth/thickness, area, volume/ quantity and other relevant technical details of various works identified to be taken up at the worksite proposed under MGNREGA	-	-	-	-
	PC6. record information regarding the type of soil and slope at the worksite, as required according to the type of work to be taken up	-	-	-	-
	PC7. mark contours and horizontal lines on slopes using the A-frame	-	-	-	-
	PC8. measure slopes for various works using Abney level, hydro marker, etc.	-	-	-	-
	<i>Assist in preparing the documents</i>	10	10		10
	PC9. prepare the site plan, along with the necessary drawings and documentation in consultation with TA/JE/AE	-	-	-	-

	PC10. assist the TA/JE/AE in preparing the input data sheet/ workbook regarding the work estimates	-	-	-	-
	PC11. prepare index map and sketches for each type of work, along with the work input data sheet meant for the preparation of work estimates	-	-	-	-
	NOS Total	30	40		30
AGR/N7802: Assist in making the presentation to Gram Panchayat (GP) and preparing work register	<i>Assist in making the presentation to GP</i>	13	18		13
	PC1. assist the TA/JE/AE in preparing the work estimates according to the labour budget in the required format to be presented to GP, ranking the work as per the priorities given in schedule I of the MGNREGA	-	-	-	-
	PC2. assist in making the presentation of work proposals to GP for their approval, presenting workwise costs separately for each category of work	-	-	-	-
	<i>Prepare the work register</i>	17	22		17
	PC3. prepare the work register after obtaining approval from the relevant authority, including the list of works to be done by labourers based on the demand and approval from GP	-	-	-	-
	PC4. prepare the work schedule according to the required person-days and available material	-	-	-	-
	PC5. update the worksheets with the information regarding the work completed and remaining				
	NOS TOTAL	30	40		30
	<i>Assist in preparing for work at the worksite</i>	30	40		30
AGR/N7804: Assist in preparing for work on the MGNREGA work site	PC1. assist the GP in the procurement of quality construction materials such as cement, stones, bricks, etc.	-	-	-	-
	PC2. arrange for safe and efficient storage of construction materials at the worksite, ensuring the quality of materials and prevention of wastage	-	-	-	-
	PC3. organise relevant training sessions such as on-the-job training for mates and labourers and Rozgar Sevak to help them	-	-	-	-

	learn the required skills and perform their duties as per the applicable quality standards				
	PC4. allot tasks to labour groups at the worksite, ensuring no overlapping among them, briefing them about the scope of work, applicable quality standards and targets to be achieved, along with the payable wages	-	-	-	-
	PC5. ensure proportionate work allocation according to the number of labourers in each group and minimum guaranteed number of work hours	-	-	-	-
	PC6. ensure the availability of appropriate tools, implements, equipment and materials to the labourers for effective and timely completion of work	-	-	-	-
	PC7. guide the labourers and other relevant personnel on the applicable health and safety guidelines to be followed at the worksite	-	-	-	-
	NOS TOTAL	30	40		30
AGR/N7805: Assist in monitoring work at MGNREGA work sites	<i>Assisting in supervising the execution and quality of work</i>	12	16		12
	PC1. assist the mates and Rozgar Sevak in providing worksite facilities	-	-	-	-
	PC2. conduct regular worksite visits to check work execution and ensure the work is carried out as planned, and according to the mark-out, work specifications and applicable quality standards	-	-	-	-
	PC3. ensure work is completed as per the applicable standards and within the agreed Turn-Around-Time (TAT)	-	-	-	-
	PC4. ensure tools, implements and equipment are used safely and are maintained as per the manufacturer's instructions	-	-	-	-
	PC5. ensure the remaining material is kept protected at the work site for future use or returned to Gram Panchayat/ seller, following the applicable procedure	-	-	-	-

	PC6. coordinate with the TA/ JE/ AE for reviewing and verifying the measurements of work done by each group as recorded in the M Book				
	PC7. assist the TA/ JE/ AE in checking the quality of work carried out by each group to get approval				
	PC 8 assist in taking appropriate corrective action as per the applicable standards, if any defects are identified in work				
	<i>Assist in ensuring adherence to health and safety standards</i>	12	14		12
	PC 9 ensure the labourers follow the applicable occupational health and safety measures, such as the use of the relevant Personal Protective Equipment (PPE), barriers, and warning signs at the worksite	-	-	-	-
	PC 10. check the availability of fully-equipped first aid kit with each labour group on the site and ensure the mate of the group is trained in providing first aid	-	-	-	-
	<i>Optimise and ensure resource utilisation</i>	2	4		2
	PC11. optimise the usage of water and other resources in various tasks and processes, ensuring the labourers do the same	-	-	-	-
	PC12. arrange for any water leakages to be plugged to prevent its wastage	-	-	-	-
	<i>Perform and ensure effective waste management</i>	4	6		4
	PC13. segregate waste into appropriate categories, also guiding the labourers on the process	-	-	-	-
	PC14. recycle the recyclable waste appropriately and dispose the non-recyclable waste in an environment-friendly manner, urging the labourers to follow the same practices	-	-	-	-
	NOS Total	30	40	-	30
AGR/N7806: Maintain the relevant	<i>Maintain the relevant records</i>	26	34		26
	PC1. prepare and update the work register in the template as required by the Ministry of Rural Development (MoRD),	-	-	-	-

MGNREGA records	recording information regarding the administrative and technical sanctions given by the relevant authority				
	PC2. maintain and review the technical sanction estimates to ensure accuracy	-	-	-	-
	PC3. maintain the status of work with respect to work sanctioned under different categories, spillover works, works under coverage and work completed	-	-	-	-
	PC4. maintain supplier-wise material supply report along with the material expenditure report	-	-	-	-
	PC5. prepare and update the workwise Material at Site (MAS) register with the information regarding the receipt and consumption of various materials for each type of work	-	-	-	-
	PC6. prepare and update asset register with details of assets created under MGNREGA after completion of the works	-	-	-	-
	PC7. record the measurements of work completed by each labour group in the measurement book (MBook) and update the relevant authority with the status of MBook in a timely manner	-	-	-	-
	PC8. calculate the wages payable to labourers in each group, based on the extent of work done by each of them and update the payment register with information regarding the payments made according to the recorded measurements	-	-	-	-
	PC9. maintain the tools issue register with details of their issue and return	-	-	-	-
	PC10. record photographic evidence of the status of work and uploaded it to the relevant portal using a mobile phone	-	-	-	-

	or compute				
	PC11. ensure all the records are maintained both manually and electronically using the physical registers and the relevant computer application	-	-	-	-
	<i>Ensure safe storage of records</i>	4	6		4
	PC12. arrange for safe records of all the documents	-	-	-	-
	PC13. ensure access to records by the authorised personnel only	-	-	-	-
	NOS Total	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	-	-	-	-
	<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. report 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	-	-	-	-
	NOS Total	40	25		35
	<i>Introduction to Employability Skills</i>	1	1	-	-
	PC1. identify employability skills required for jobs in various	-	-	-	-

DGT/VSQ/N0102: Employability Skills (60 Hours)	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. Mcreate a professional Curriculum vitae (Résumé)	-	-	-	-
	PC30. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	-	-	-	-
	PC31. apply to identified job openings using offline /online methods as per requirement	-	-	-	-
	PC32. answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
	PC33. identify apprenticeship opportunities and register for it as per guidelines and requirements	-	-	-	-
	NOS Total	20	30		

Annexure 6: Assessment Strategy

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

1. Assessment System Overview

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

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

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

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

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

Viva: 20%

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

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

2. Testing Environment

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

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

- Multilingual assessments (ASCI is conducting assessments in 13 + languages pan India)
- Rubric driven assessments in Practical/Viva sections and responses recorded accordingly
- All responses, data, records and feedback stored digitally on cloud
- Advanced auto-proctoring features – photographs, time-stamp, geographic-tagging, toggle-screen/copy-paste disabled, etc.

- Android based monitoring system
- End to end process from allocation of a batch to final result upload, there is no manual intervention
- Assessment will normally be fixed for a day after the end date of training / within 7 days of completion of training.
- Assessment will be conducted at the training venue
- Room where assessment is conducted will be set with proper seating arrangements with enough space to curb copying or other unethical activities
- Question bank of theory and practical will be prepared by ASCI /assessment agency and approved ASCI. Only from approved Question Bank assessment agency will prepare the question paper. Theory testing will include multiple choice questions, pictorial question, etc. which will test the trainee on his theoretical knowledge of the subject.
- The theory, practical and viva assessments will be carried out on same day. In case of more number of candidates, number of assessors and venue facilitation be increased and facilitated

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

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

3. Assessment Quality Assurance framework

Assessment Framework and Design:

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

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

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

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

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

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

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

Assessor has to go through orientation program organized by Assessment Agency. The training would give an overview to the assessors on the overall framework of QP evaluation. Assessor shall be given a NOS and PC level overview of each QP as applicable. Overall structure of assessment and objectivity of the marking scheme will be explained to them. The giving of marks will be driven by an objective framework which will maintain standardization of marking scheme.

4. Type of Evidence and Evidence Gathering Protocol:

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

- Geo Tagging to track ongoing assessment
- AA's coordinator emails the list of documents and evidences (photos and videos) to the assessor one day prior to the assessment. List is mentioned below:
 - Signed Attendance sheet
 - Assessor feedback sheet
 - Candidate feedback sheet
 - Assessment checklist for assessor
 - Candidate Aadhar/ID card verification
 - Pictures of classroom, labs to check the availability of adequate equipment's and tool to conduct the training and assessment
 - Pictures and videos of Assessment, training feedback and infrastructure.
- Apart from the Assessor, Technical assistant popularly known as Proctor also ensures the proper documentation and they verify each other's tasks.
- To validate their work on the day of assessment, regular calls and video calls are done.
- On-boarding and training of assessor and proctor is done on timely basis to ensure that quality of the assessment should be maintained.

- Training covers the understanding of QP, NSQF level, NOS and assessment structure

5. *Methods of Validation*

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

Method for assessment documentation, archiving, and Access:

- ASCI has fully automated result generation process in association with multiple AAs
- Theory, Practical and Viva marks forms the basis of the results and encrypted files generated to avoid data manipulation. All responses captured and stored in System with Time-Stamps at the end of AAs and SSC. NOS-wise and PC-wise scores can be generated.
- Maker Checker concept: 1 person prepares results and other audit result which is internally approved by AA at first and then gets vetted at the end of SSC
- All soft copy of documents is received from the on-ground tech team over mail. The same are downloaded by our internal backend team and saved in Repository. The repository consists of scheme wise folders. These scheme wise folders have job role specific folders. These specific folders have Year wise and Month wise folders where all documents are saved in Batch specific folders. All Hard copies are filed and stored in storeroom.
- **Result Review & Recheck Mechanism –**
- Time stamped assessment logs
- Answer/Endorsement sheets for each candidate
- Attendance Sheet
- Feedback Forms: Assessor feedback form, Candidate feedback form, TP feedback form
- The results for each of the candidate shall be stored and available for review (retained for 5 years/ till conclusion of project or scheme)

Annexure: Acronym and Glossary

Acronym

Acronym	Description
AA	Assessment Agency
AB	Awarding Body
ISCO	International Standard Classification of Occupations
NCO	National Classification of Occupations
NCrF	National Credit Framework
NOS	National Occupational Standard(s)
NQR	National Qualification Register
NSQF	National Skills Qualifications Framework
OJT	On the Job Training

Glossary

Term	Description
National Occupational Standards (NOS)	NOS define the measurable performance outcomes required from an individual engaged in a particular task. They list down what an individual performing that task should know and also do.
Qualification	A formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards
Qualification File	A Qualification File is a template designed to capture necessary information of a Qualification from the perspective of NSQF compliance. The Qualification File will be normally submitted by the awarding body for the qualification.
Sector	A grouping of professional activities on the basis of their main economic function, product, service or technology.
Long Term Training	Long-term skilling means any vocational training program undertaken for a year and above. https://ncvet.gov.in/sites/default/files/NCVET.pdf