



QUALIFICATION FILE

Non-Timber Forest Produce Harvester

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

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

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

NCrF/NSQF Level: 3

Submitted By:

Agriculture Skill Council of India

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

Table of Contents

Section 1: Basic Details	3
Section 2: Module Summary	5
NOS/s of Qualifications.....	5
Mandatory NOS/s:	5
Assessment - Minimum Qualifying Percentage.....	5
Section 3: Training Related.....	6
Section 4: Assessment Related.....	6
Section 5: Evidence of the need for the Qualification.....	7
Section 6: Annexure & Supporting Documents Check List.....	7
Annexure 1: Evidence of Level.....	8
Annexure 2: Tools and Equipment (Lab Set-Up)	11
Annexure 3: Industry Validations Summary	12
Annexure 4: Training & Employment Details	12
Annexure 5: Detailed Assessment Criteria	14
Annexure 6: Assessment Strategy	20
Annexure: Acronym and Glossary	24

Section 1: Basic Details

1.	Qualification Name	Non-Timber Forest Produce Harvester																
2.	Sector/s	Agriculture																
3.	Type of Qualification: ☐ New ☒ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing qualification: 2022/AGR/ASCI/06529 & Version 1.0	Qualification Name of existing/previous version: Non-Timber Forest Produce Collector															
4.	a. OEM Name b. Qualification Name (Wherever applicable)	NA																
5.	National Qualification Register (NQR) Code &Version (Will be issued after NSQC approval)	QG-03-AG-03567-2025-V2-ASCI & version 2.0	6. NCrf/NSQF Level: 3															
7.	Award (Certificate/Diploma/Advance Diploma/ Any Other (Wherever applicable specify multiple entry/exits also & provide details in annexure)	Certificate																
8.	Brief Description of the Qualification	A Non-Timber Forest Producer harvests different types of Non-Timber Forest Produce (NTFP) and Medicinal and Aromatic Plants (MAPs) from the identified unrestricted areas. The person identifies the relevant NTFP and MAPs and harvests them using suitable harvesting practices while complying with the relevant laws and regulations																
9.	Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience: <table border="1"> <thead> <tr> <th>S. No.</th> <th>Academic/Skill Qualification (with Specialization - if applicable)</th> <th>Required Experience (with Specialization - if applicable)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>10th or equivalent</td> <td></td> </tr> <tr> <td>2</td> <td>8th grade pass</td> <td>3 years of experience in Agriculture and allied sectors</td> </tr> <tr> <td>3</td> <td>Previous NSQF level 2.5</td> <td>1.5 years of experience in Agriculture and allied sectors</td> </tr> <tr> <td>4</td> <td>Previous NSQF level 2</td> <td>3 years of experience in Agriculture and allied sectors</td> </tr> </tbody> </table> b. Age: NA		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)	1	10th or equivalent		2	8th grade pass	3 years of experience in Agriculture and allied sectors	3	Previous NSQF level 2.5	1.5 years of experience in Agriculture and allied sectors	4	Previous NSQF level 2	3 years of experience in Agriculture and allied sectors
S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)																
1	10th or equivalent																	
2	8th grade pass	3 years of experience in Agriculture and allied sectors																
3	Previous NSQF level 2.5	1.5 years of experience in Agriculture and allied sectors																
4	Previous NSQF level 2	3 years of experience in Agriculture and allied sectors																

10.	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	9	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>110</td> <td>130</td> <td>30</td> <td></td> <td>270</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	30		270	Online					
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																		
Classroom (offline)	110	130	30		270																		
Online																							
14.	Aligned to NCO/ISCO Code/s (if no code is available mention the same)	NCO-2015/6210.0600																					
15.	Progression path after attaining the qualification (Please show Professional and Academic progression)	Non-Timber Forest Produce Harvester (L3), Medicinal and Aromatic Plants Grower (L4)																					
16.	Other Indian languages in which the Qualification & Model Curriculum are being submitted	Hindi																					
17.	Is similar Qualification(s) available on NQR-if yes, justification for this qualification	☐ Yes ☒ No URLs of similar Qualifications:																					
18.	Is the Job Role Amenable to Persons with Disability	☒ Yes ☐ No If "Yes", specify applicable type of Disability: <i>SHI</i>																					
19.	How Participation of Women will be Encouraged	Batches specific to women will be formed																					
20.	Are Greening/ Environment Sustainability Aspects Covered (Specify the NOS/Module which covers it)	☒ Yes ☐ No DGT/VSQ/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: 18-02-2025	24. Validity Duration: 3 years post NSQC Approval		25. Next Review Date: 18-02-2028																			

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	Identify and harvest the NTFP and MAPs	AGR/N6109 (v4.0)	Core	3	2	30	30			60	30	40		30	100	30
2	Carry out post- harvest processing of NTFP and MAPs	AGR/N6127 (v2.0)	Core	3	2	20	40			60	30	40		30	100	30
3	Undertake basic market-related activities for NTFP and MAPs	AGR/N6111 (v4.0)	Core	3	2	20	40			60	30	40		30	100	30
4	Use basic health and safety practices in forestry-related work	AGR/N9909 (v3.0)	Non-Core	4	1	10	20			30	30	40		30	100	5
5	Employability Skills (30 Hours)	DGT/VSQ/N 0101 (v1.0)	Non-Core	3	1	30				30	20	30			50	5
6	OJT				1			30								
Duration (in Hours) / Total Marks					9	110	130	30		270	140	190		120	450	100

Assessment - Minimum Qualifying Percentage

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

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

Minimum Pass Percentage – NOS/Module-wise: ____ % (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) <i>(as per NCVET guidelines)</i>	12th Class with 4 years of relevant industry or training experience in Forest Produce and related activities OR 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 case to case basis. OR Diploma (Agriculture) with 3 years of relevant industry or training experience in Forest Produce and related activities OR Graduate (Graduate in any stream except Agriculture/ Horticulture/ Botany/ Forestry) with 2 years of relevant industry or training experience in Forest Produce and related activities ** **For school Program minimum qualification of Trainer should be Graduate. Their Teaching experience will be considered industry experience OR B.Sc (Agriculture / Horticulture / Botany/Forestry) with 0.5 year of relevant industry or training experience in Forest Produce and related activities
2.	Master Trainer's Qualification and experience in the relevant sector (in years) <i>(as per NCVET guidelines)</i>	5 years of training experience in Forest Produce and related activities after Diploma (Agriculture) with 3 years of relevant industry experience OR 5 years of training experience in Forest Produce and related activities after Graduation in any stream except Agriculture/ Horticulture/ Botany/ Forestry) with 2 years of relevant industry experience OR 5 years of training experience in Forest Produce and related activities after B.Sc (Agriculture / Horticulture / Botany/Forestry) with 0.5 years of relevant industry experience
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) <i>(as per NCVET guidelines)</i>	Graduation (Agriculture/ Botany/ Forestry/ Agronomy/ Horticulture and related streams) with 5 years of relevant experience in Forestry/ Horticulture and related experiences OR
----	---	---

		Post-Graduation (Agriculture/Botany/ Forestry/ Agronomy/ Horticulture and related streams) with 2 years of relevant experience in Forestry/ Horticulture and related experiences OR PhD (Agriculture/Botany/ Forestry/ Agronomy/ Horticulture and related streams) with 1 year of relevant experience in Forestry/ Horticulture and related experiences
2.	Proctor's Qualification and experience in relevant sector (in years) <i>(as per NCVET guidelines)</i>	Diploma/Graduate (It is mandatory for a proctor to have technical knowledge/IT knowledge Once a proctor has been on-boarded by any AA, they are oriented about skill ecosystem along with do's and don'ts.)
3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) <i>(as per NCVET guidelines)</i>	Post-Graduation (Agriculture/Botany/ Forestry/ Agronomy/ Horticulture and related streams) with 10 years of relevant experience in Forestry/ Horticulture and related experiences; Remarks: Practical skills and knowledge required in Non-Timber Forest Produce Collection
4.	Assessment Mode <i>(Specify the assessment mode)</i>	Offline
5.	Tools and Equipment Required for Assessment	☒ Same as for training ☒ Yes ☐ No <i>(details to be provided in Annexure-if it is different for Assessment)</i>

Section 5: Evidence of the need for the Qualification

Provide Annexure/Supporting documents name.

1.	Latest Skill Gap Study (not older than 2 years) (Yes/No): Yes
2.	Latest Market Research Reports or any other source (not older than 2 years) (Yes/No): No
3.	Government /Industry initiatives/ requirement (Yes/No): Government Initiative, Tripura Directorate of Skill Development
4.	Number of Industry validation provided: 3
5.	Estimated nos. of persons to be trained and employed: 5000
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: Awaited from Department of NRM under Ministry of Agriculture

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 (Mandatory, except in case of online course)	Annexure-2
3.	Annexure: Detailed Assessment Criteria (Mandatory)	Annexure-5
4.	Annexure: Assessment Strategy (Mandatory)	Annexure-6
5.	Annexure: Blended Learning (Mandatory, in case selected Mode of delivery is "Blended Learning")	NA
6.	Annexure: Multiple Entry-Exit Details (Mandatory, in case qualification has multiple Entry-Exit)	NA
7.	Annexure: Acronym and Glossary (Optional)	
8.	Supporting Document: Model Curriculum (Mandatory – Public view)	Annexure-7
9.	Supporting Document: Career Progression (Mandatory - Public view)	Non-Timber Forest Produce Harvester (L3), Medicinal and Aromatic Plants Grower (L4)
10.	Supporting Document: Occupational Map (Mandatory)	Annexure-8
11.	Supporting Document: Assessment SOP (Mandatory)	Annexure-9
12.	Any other document you wish to submit:	NA

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	• Prepare to harvest the NTFP and MAPs • Sort and grade the NTFP and MAPs • and MAPs • Clean and process the NTFP and MAPs	A Non-Timber Forest Producer harvester- harvests different types of Non-Timber Forest Produce (NTFP) and Medicinal and Aromatic Plants (MAPs) from the identified unrestricted areas. The person identifies the relevant NTFP and MAPs and harvests them using suitable harvesting practices while complying with the relevant laws and regulations	3
Professional and Technical Skills/ Expertise/ Professional Knowledge	• Maintain effective communication and co-ordination at work • Pack and transport the NTFP and MAPs	The job holder is expected to have knowledge to arrange appropriate packing material capable of protecting the varieties of NTFP and MAPs during transit, pack different NTFP and MAPs, apply label on	3

	• Administer first aid and request medical assistance	the NTFP and MAPs packaging with the relevant information, maintain the record of the produce packed and transported, how to obtain the necessary approval from the relevant authority, arrange an appropriate mode of transport to deliver the produce to the target market/ buyer, carry an up to date first-aid kit to the work-site, co-ordinate with the emergency services personnel, contact the emergency services to request medical assistance, report the emergencies/ accidents to the relevant authority, interpret verbal and written instructions, report any work-related issues, discuss tasks and relevant issues with the relevant authority.	
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	• Optimise resource utilisation • Perform waste management • Set the price for NTFP and MAPs • Maintain health and safety	The job holder is expected to obtain information about the minimum support price (MSP) and fair pricing for the NTFP and MAPs from the relevant authority, identify the market demand and supply for the NTFP and MAPs, compliance with the fair pricing directives, segregate waste into different categories, optimise the usage of various materials/ water/ electricity in various tasks/ activities/ processes, use the power-operated tools and equipment safely, ensure to check weather conditions/ forecasting before accessing forest areas, identify hazards at the work-site and take appropriate preventive measures, follow the instructions of the forest authorities, maintain communication with the relevant authority/ official, use the appropriate Personal Protective Equipment (PPE), use the hand/ power tools and equipment safely, check the PPE for wear and tear or damage and replace if required.	3
Broad Learning Outcomes/Core Skill	• Harvest the NTFP • Harvest the MAPs • Store the NTFP and MAPs	The job holder is expected to check the NTFP to ensure that it meets the applicable quality standards such as required growth, damage and pest-free, harvest the relevant parts of the selected NTFP, use sustainable harvesting methods and appropriate tools, follow the	3

		applicable forest biodiversity conservation practices, maintain the record of harvested NTFP as per the guidelines issued, select an appropriate season and time, select the MAPs with the required characteristics, sterilise the relevant tools and equipment before use, ensure the MAPs are free from pests/ insects/ diseases, identify the appropriate potent parts of the MAPs intended for medicinal/ commercial use, use the approved harvesting method and relevant tools and equipment to harvest the MAPs, collect the harvested MAPs in the appropriate basket/ bags/ containers, record the relevant data with respect to the harvested MAPs,, follow the necessary health and safety standards, select a weatherproof storage according to the NTFP and MAPs, apply the necessary treatment in the storage, arrange the necessary accessories for the storage, record the data of produce processed and stored, tag the produce according to the area, carry out storage circulation to minimise the loss of active ingredients/ oils.	
Responsibility	• Harvesting of NTFP • Identifying NTFP and MAP	A Non-Timber Forest Producer Harvester is responsible for harvesting different types of Non-Timber Forest Produce (NTFP) and Medicinal and Aromatic Plants (MAPs) from the identified unrestricted areas. The person identifies the relevant NTFP and MAPs and harvests them using suitable harvesting practices while complying with the relevant laws and regulations	3

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	Screw Press	Nos	1
2	Sieving Device	Nos	2
3	Storage Bin	Nos	2
4	Filter	Nos	1
5	Basket	Nos	3
6	Dryer	Nos	1
7	Hammer mill	Nos	1
8	Polythene Sheets	met	5
9	Shovel	Nos	6
10	Gunny Bags	Nos	5
11	Face Masks	Nos	30
12	Safety Shoes	Nos	30
13	Video Recording Equipment	Nos	1
14	Tongs pair	Nos	10
15	Rubber gloves	Nos	30
16	Helmet/Caps	Nos	6

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	KVK, golaghat, Assam	Dr. Bhabesh Chandra Deka	Senior Scientist & Head		9435340387	Kvk_golaghat@aau.ac.in	
2	Siddha Development Research and Consultancy Pvt. Ltd.	_Ratnakar Panigrahi_	Director_	Plot – 131, Punjabi Colony, Satyanagar, Bhubaneswar, Odisha. PIN - 751007	9810687493_	ratnakar@sdrc.co.in	
3	Department of Extension Education	Dr. Sundar Barman	Associate professor	Assam Agricultural University, Jorhat,			

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	1000		100			
2026-27	2000		100			
2027-28	2000		100			

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	2024-25	20	20	20	0	0	0	0	0	0	0	0	0
3.0	2023-24	208	191	191	0	65	57	57	0	0	0	0	0
3.0	2022-23	30	20	20	0	30	20	20	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. DDUGKY
- 2. PMKVY, DDUGKY, SEEDAP Funded Project - Tribal Community of Andhra Pradesh
- 3. Tripura SANKALP Phase II

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/N6109: Identify and harvest the NTFP and MAPs	<i>Prepare to harvest the NTFP and MAPs</i>	10	14	-	8
	PC1. identify the NTFP and MAP collection permitted forest areas by contacting the relevant authorities such as the Divisional Forest Officer or Range Officer				
	PC2. select the variety of NTFP and MAPs for collection based on the market demand and price, ensuring the selected varieties are not end an geredor protected				
	PC3. arrange the appropriate tools, equipment and Personal Protective Equipment (PPE) for the collection of NTFP and MAPs				
	PC4. plan the collection of NTFP and MAPs according to the season, harvesting calendar fo rthe identified NTFP and MAPs and selected collection area, ensuring compliance with the applicable regulatory requirements				
	<i>Harvest the NTFP</i>	10	14	-	12
	PC5. check the NTFP to ensure that it meets theapplicable quality standards such as required growth, damage and pest-free, etc.				
	PC6. harvest the relevant parts of the selectedNTFP such as root, rhizome, bark, gum, resin, flower, etc.				
	PC7. use sustainable harvesting methods and appropriate tools and equipment to ensure nonegative impact on the future produce				
	PC8. follow the applicable forest biodiversity conservation practices while collecting NTFP, andcollect the harvested NTFP in the appropriate baskets, bags or containers				
	PC9. maintain the record of harvested NTFP as perthe guidelines issued by the forest authority and the relevant regulatory body				
	<i>Harvest the MAPs</i>	10	12	-	10
	PC10. select the MAPs with the required characteristics and the recommended season to harvest				
	PC11. ensure the MAPs are free from pests, insects and disease				

	PC12. identify the appropriate potent parts of the MAPs intended for medicinal/ commercial use such as root, bark, seeds, flower, gum, resin, etc.				
	PC13. sterilise the relevant tools and equipment before use				
	PC14. use the approved harvesting method and relevant tools and equipment to harvest the MAPs according to the variety and as per the specific use/ industry requirements				
	PC15. isolate and handle the poisonous plants and weeds following the recommended safety procedures				
	PC16. follow the applicable health and safety standards while harvesting and handling the MAPs to maintain their quality and prevent contamination, collecting them in the appropriate basket, bags or containers				
	PC17. record the relevant data with respect to the harvested MAPs, such as the genus of plant, local name, geographical origin, geo-coordinates (whether endangered/ threatened), etc.				
	Total Marks	30	40	-	30
AGR/N6127: Carry out post-harvest processing of NTFP and MAPs	<i>Sort and grade the NTFP and MAPs</i>	<i>8</i>	<i>10</i>	<i>-</i>	<i>8</i>
	PC1. sort out the damaged, deceased and unwanted NTFP and MAPs				
	PC2. grade the remaining NTFP and MAPs on the relevant grading parameters such as appearance, size and marketability as per the requirement of the specific industry				
	PC3. arrange the sorted and graded produce in bundles and stacks for further processing				
	PC4. carry the NTFP and MAPs to the storage area using an appropriate mode of transport				
	<i>Clean and process the NTFP and MAPs</i>	<i>8</i>	<i>8</i>	<i>-</i>	<i>8</i>
	PC5. select an appropriate method of cleaning, suitable to the NTFP and MAPs such as dry cleaning/ wet cleaning/combination of both				
	PC6. clean the NTFP and MAPs according to the selected method				
	PC7. dry the NTFP and MAPs under the sun/ using a solar dryer and drying sheds/ on perforated bamboo-mats/ smoke on low fire to the desired moisture level as per the proposed end use				
	PC8. carry out further processing such as grinding, milling, oil extraction according to the produce				
	<i>Store the NTFP and MAPs</i>	<i>10</i>	<i>14</i>	<i>-</i>	<i>10</i>

	PC9. select a weatherproof storage area with the appropriate temperature, humidity and air- circulation according to the NTFP and MAPs to be stored				
	PC10. apply the necessary treatment in the storage area to protect the produce from pests, insects and rodents				
	PC11. arrange the necessary accessories for the storage of produce such as racks, crates, pallets, etc.				
	PC12. store the produce in the storage area following the applicable guidelines to protect it from damage				
	PC13. follow the recommended practices in the storage area to minimise the loss of active ingredients and oils in the produce				
	PC14. tag the produce according to the area to maintain purity, prevent mixture with other produce and for better price				
	PC15. record the data of produce processed and stored				
	<i>Optimise resource utilisation</i>	2	4	-	2
	PC16. optimise the usage of water, electricity and other resources in various tasks and processes				
	PC17. plug water leakages to prevent its wastage				
	PC18. use the power-operated tools and equipment safely and disconnect them when not in use				
	<i>Perform waste management</i>	2	4	-	2
	PC19. segregate waste into different categories				
	PC20. dispose the non-recyclable waste in an environment-friendly manner				
	PC21. recycle the recyclable waste appropriately				
	Total Marks	30	40		30
AGR/N6111: Undertake basic market-related activities for NTFP and MAPs	<i>Set the price for NTFP and MAPs</i>	10	8	-	10
	PC1. identify the market demand and supply for the NTFP and MAPs				
	PC2. obtain information about the minimum support price (MSP) and fair pricing for the NTFP and MAPs from the relevant authority such as the Tribal Co-operative Marketing Development Federation of India (TRIFED), Biodiversity Management Committee (BMC), District collector, Minor Forest Produce Committee (MFPC), etc.				
	PC3. set the price for the NTFP and MAPs in compliance with the fair pricing directives issued by the regulatory body				
	<i>Sell the NTFP and MAPs</i>	10	12	-	10

PC4. identify the potential buyers of NTFP and MAPs through the appropriate marketing channels such as Tribes India/ Khadi and Village Industries Commission (KVIC)/ State Emporia/ local retail outlets/ wholesalers/ fairs and exhibitions, etc.				
PC5. connect with the potential buyers to assess their needs and negotiate the price				
PC6. use electronic payment methods for accepting payments such as Bharat Interface for Money - Unified Payment Interface (BHIM UPI), payment apps, e-wallet etc.				
PC7. use the relevant digital platform for the trading activities				
PC8. comply with the regulatory requirements in the marketing of NTFP and MAPs				
PC9. maintain the manual and/ or electronic record of sales and payments using the physical registers and/ or the relevant computer application				
<i>Pack and transport the NTFP and MAPs</i>	10	20	-	10
PC10. arrange appropriate packing material capable of protecting the varieties of NTFP and MAPs during transit				
PC11. pack different NTFP and MAPs as per their packing requirements				
PC12. apply label on the NTFP and MAPs packaging with the relevant information such as the date and time of packing along with the geographical origin				
PC13. obtain the necessary approval from the relevant authority to transport the produce				
PC14. arrange an appropriate mode of transport to deliver the produce to the target market/ buyer				
PC15. load the produce in the transport vehicle safely				
PC16. maintain the record of the produce packed and transported along with the payment in the physical registers or a relevant computer system				
<i>Work in a cluster-based approach</i>				
PC17. collaborate to form clusters based on geographic proximity or the types of NTFPs one collects				
PC18. engage in co-operatives or other collective structures that promote equitable sharing of resources, profits, and responsibilities				
PC19. aggregate the harvest for value-addition to enhance their competitiveness				

AGR/N9909: Follow the basic health and safety practices in forestry-related work	PC20. participate in forest conservation efforts as a part of the NTFP harvesting community				
	Total Marks	30	40	-	30
	<i>Maintain health and safety</i>	14	24	-	16
	PC1. ensure to access hazardous areas in the forest with the permission of the relevant forest authority				
	PC2. ensure to check weather forecast and conditions before accessing forest areas to avoid extreme weather conditions such as heat, cold, rain, storms, etc.				
	PC3. use the appropriate Personal Protective Equipment (PPE) according to the task and weather conditions, ensuring protection from poisonous plants and organisms				
	PC4. check the PPE for wear and tear or damage and replace if required				
	PC5. follow the recommended practices to protect from infections and disease				
	PC6. identify hazards at the work- site and take appropriate preventive measures or escalate to the relevant authority				
	PC7. follow the instructions of the forest authorities to protect self and co-workers from wildlife while ensuring no harm to them				
	PC8. use the hand/ power tools and equipment safely as per the manufacturer's instructions				
	PC9. carry/ load the forest produce following the recommended safe working methods				
	PC10. follow the relevant safety instructions to avoid and deal with emergencies such as fire/ flood/ storms, etc.				
	PC11. maintain communication with the relevant authority/ official while working in the forest to request assistance in case of an emergency/ accident				
	<i>Administer first aid and request medical assistance</i>	16	16	-	14
	PC12. administer first aid such as sterilising and dressing the wound, Cardiopulmonary Resuscitation (CPR) to the victim promptly				

	PC13. co-ordinate with the emergency services to get medical assistance for serious injuries, accidents or emergencies and assist the emergency services personnel in moving the injured person(s)				
	Total Marks	30	40	-	30
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		140	190		120

Annexure 6: Assessment Strategy

This section is for identifying, gathering, and interpreting information to evaluate the Candidate on the required competencies of the program.

1. Assessment System Overview

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

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

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

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

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

Viva: 20%

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

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

2. Testing Environment

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

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

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

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

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

3. Assessment Quality Assurance framework

Assessment Framework and Design:

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

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

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

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

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

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

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

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

4. Type of Evidence and Evidence Gathering Protocol:

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

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

5. Methods of Validation

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

- Surprise Visit: Time to time SSC/AA Audit team can visit the assessment location and do surprise audit for assessment process carried out by ground team.
- Geo Tagging: On day of assessment, each technical spoc is required to login in our internal app which is Geo tagged. Any deviation with centre address needs to be highlighted to assessment team on real-time basis.

Method for assessment documentation, archiving, and Access:

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

Annexure: Acronym and Glossary

Acronym

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

Glossary

Term	Description
National Occupational Standards (NOS)	NOS define the measurable performance outcomes required from an individual engaged in a particular task. They list down what an individual performing that task should know and also do.
Qualification	A formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards

Qualification File	A Qualification File is a template designed to capture necessary information of a Qualification from the perspective of NSQF compliance. The Qualification File will be normally submitted by the awarding body for the qualification.
Sector	A grouping of professional activities on the basis of their main economic function, product, service or technology.
Long Term Training	Long-term skilling means any vocational training program undertaken for a year and above. https://ncvet.gov.in/sites/default/files/NCVET.pdf