

Please refer [Guidelines for STT/Apprenticeship/OEM Qualification File](#)

QUALIFICATION FILE

Attendant Sub Station (66/11, 33/11) – Power Distribution

☒ 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: Chief Executive Officer

B-17, 3rd Floor, Qutab Institutional Area Road, New Delhi- 110016

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Section 1: Basic Details

1.	Qualification Name	Attendant Sub Station (66/11, 33/11) - Power Distribution	
2.	Sector/s	Power	
3.	Type of Qualification: ☐ New ☒ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing/previous qualification: <i>(change to previous, once approved)</i> 2022/POW/PSSC/05717	Qualification Name of existing/previous version: Attendant Sub Station (66/11, 33/11) - Power Distribution Version – 4
4.	a. OEM Name b. Qualification Name <i>(Wherever applicable)</i>		
5.	National Qualification Register (NQR) Code & Version <i>(Will be issued after NSQC approval)</i>	QG-03-PW-04244-2025-V2-PSSC	6. NCrf/NSQF Level: 3
7.	Award (Certificate/Diploma/Advance Diploma/Any Other <i>(Wherever applicable specify multiple entry/exits also & provide details in annexure)</i>)	Certificate	
8.	Brief Description of the Qualification	This program is for training the candidates to become competent as an Attendant Sub Station (66/11, 33/11) - Power Distribution, who maintains all indoor and outdoor equipment at the distribution sub-station.	
9.	Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience: 10th Pass OR 8th + 2 years NTC/NAC in relevant trade OR 8th + 3 years of relevant experience OR Previous relevant Qualification of NSQF Level 2 with minimum 3 years relevant experience OR Previous relevant Qualification of NSQF Level 2.5 with 1.5 years relevant experience	
10.	Credits Assigned to this Qualification, Subject to Assessment <i>(as per National Credit Framework (NCrf))</i>	14	11. Common Cost Norm Category (I/II/III) <i>(wherever applicable):</i> I

12.	Any Licensing requirements for Undertaking Training on This Qualification (wherever applicable)	N/A																			
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>132</td> <td>258</td> <td>30</td> <td></td> <td>420</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)	132	258	30		420	Online					
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																
Classroom (offline)	132	258	30		420																
Online																					
14.	Aligned to NCO/ISCO Code/s (if no code is available mention the same)	NCO-2015/3113.0200																			
15.	Progression path after attaining the qualification (Please show Professional and Academic progression)	Technician - Street Light Installation & Maintenance (4)																			
16.	Other Indian languages in which the Qualification & Model Curriculum are being submitted	Hindi																			
17.	Is similar Qualification(s) available on NQR-if yes, justification for this qualification	☐ Yes ☒ No URLs of similar Qualifications:																			
18.	Is the Job Role Amenable to Persons with Disability	☐ Yes ☒ No If "Yes", specify applicable type of Disability:																			
19.	How Participation of Women will be Encouraged	Women candidates can be encouraged to join this job role/Qualification by giving them job opportunities & making them industry ready in Power Sector																			
20.	Are Greening/ Environment Sustainability Aspects Covered (Specify the NOS/Module which covers it)	☐ Yes ☒ No																			
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: Dr. V K Singh Email: ceo@psscindia.org Contact No.: 91-11-40793153, 40793152 Website: www.psscindia.org																			

23.	Final Approval Date by NSQC: 8.05.2025	24. Validity Duration: 3 Years	25. Next Review Date 7.05.2028
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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.	Inspection and operation of substation equipment	PSS/N2404 Version 1.0	Core	3	5	43	102	5		150	31	69			100	20
2.	Recording of line parameters, power flow and load management	PSS/N2405 Version 1.0	Core	3	3.5	27	63	15		105	37	63			100	20
3.	Apply basic health and safety practices for power related work	PSS/N1338 Version 1.0	Non- Core	2	1.5	18	20	7		45	39	61			100	10

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)
4.	Work effectively with others	PSS/N1336 Version 3.0	Non- Core	2	1	10	20			30	34	56			90	10
5.	Optimize resource utilization at workplace	PSS/N1201 Version 1.0	Non- Core	3	1	10	17	3		30	13	26			39	10
6.	Employability Skills (30 hours)	DGT/VSQ/N 0101 Version 1.0	Non- Core	2	1	12	18			30	20	30			50	10
7.	Introduction to Automation NOS	PSS/N2416 Version 1.0	Core	3	1	12	18			30	20	30			50	20
Duration (in Hours) / Total Marks					14	132	258	30		420	194	335			529	100

Elective NOS/s:

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/N on-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.																
2.																
Duration (in Hours) / Total Marks																

Optional NOS/s:

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.																
2.																
Duration (in Hours) / Total Marks																

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:50% (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)	BE/ BTech in Electrical Engineering of 1 year As Engineer in State power utility or with turnkey contractors or Diploma in Electrical Engineering of 3 year As Junior Engineer in State power utility or with turnkey contractors																																									
2.	Master Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	<table border="1"> <thead> <tr> <th colspan="4">Master Trainers (Power Distribution) -Score Matrix</th> </tr> <tr> <th>S.No.</th> <th>Parameter</th> <th>Category</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td rowspan="2">1</td> <td rowspan="2">Qualification</td> <td>B.E/ Btech (Electrical)</td> <td>50</td> </tr> <tr> <td>Diploma (Electrical)</td> <td>45</td> </tr> <tr> <td rowspan="3">2</td> <td rowspan="3">Experience (in Years)</td> <td>>20</td> <td>45</td> </tr> <tr> <td>15 to 20</td> <td>40</td> </tr> <tr> <td>10 to 15</td> <td>35</td> </tr> <tr> <td rowspan="3">3</td> <td rowspan="3">Training Experience (in Years)</td> <td>> 5</td> <td>3</td> </tr> <tr> <td>2 to 5</td> <td>2</td> </tr> <tr> <td><2</td> <td>1</td> </tr> <tr> <td>4</td> <td>Familiarity with Skilling Eco System</td> <td>Yes</td> <td>1</td> </tr> <tr> <td>5</td> <td>TOT Platform Skills Qualified by MEPSC</td> <td>Yes</td> <td>1</td> </tr> </tbody> </table>				Master Trainers (Power Distribution) -Score Matrix				S.No.	Parameter	Category	Score	1	Qualification	B.E/ Btech (Electrical)	50	Diploma (Electrical)	45	2	Experience (in Years)	>20	45	15 to 20	40	10 to 15	35	3	Training Experience (in Years)	> 5	3	2 to 5	2	<2	1	4	Familiarity with Skilling Eco System	Yes	1	5	TOT Platform Skills Qualified by MEPSC	Yes	1
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5	TOT Platform Skills Qualified by MEPSC	Yes	1																																								
3.	Tools and Equipment Required for Training	☒ Yes ☐ No (If "Yes", details to be provided in Annexure) Provided in																																									
4.	In Case of Revised Qualification, Details of Any Upskilling Required for Trainer	N/A																																									

Section 4: Assessment Related

1.	Assessor's Qualification and experience in relevant sector (in years) <i>(as per NCVET guidelines)</i>	BE/ BTech in Electrical Engineering of 1 year As Engineer in State power utility or with turnkey contractors or Diploma in Electrical Engineering of 3 year As Junior Engineer in State power utility or with turnkey contractors																																								
2.	Proctor's Qualification and experience in relevant sector (in years) <i>(as per NCVET guidelines)</i>	BE/ BTech in Electrical Engineering of 1 year As Engineer in State power utility or with turnkey contractors or Diploma in Electrical Engineering of 3 year As Junior Engineer in State power utility or with turnkey contractors																																								
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4	Familiarity with Skilling Eco System	Yes	1																																							
5	TOT Platform Skills Qualified by MEPSC	Yes	1																																							
4.	Assessment Mode <i>(Specify the assessment mode)</i>	Online/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): N/A
2.	Latest Market Research Reports or any other source (not older than 2years) (Yes/No): N/A
3.	Government /Industry initiatives/ requirement (Yes/No): Yes
4.	Number of Industry validation provided: 30
5.	Estimated nos. of persons to be trained and employed: 500
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: N/A If "No", why:

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 (Mandatory)	Mentioned in Qualification Files			
2.	Annexure: List of tools and equipment relevant for qualification (Mandatory, except in case of online course)	S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
		1.	Safety Rubber Gloves	As per requirement	2
		2.	Nose Pliers	As per requirement	5
		3.	Portable Electric Drill Machine	As per requirement	3
		4.	Screw Driver	As per requirement	15
		5.	Center Punch	As per requirement	5
		6.	Bench Vise & Line Vise	As per requirement	3
		7.	Phase Tester	As per requirement	5
		8.	Pipe Wrench	As per requirement	5

	9.	Chisel	As per requirement	5
	10.	Hack Saw	As per requirement	3
	11.	Spanner Set	As per requirement	5
	12.	Wood Saw	As per requirement	3
	13.	Measuring Tape	As per requirement	3
	14.	Measuring Tape	As per requirement	5
	15.	Hammer	As per requirement	5
	16.	Combination Plier	As per requirement	5
	17.	Files	As per requirement	3
	18.	Fault Passage Indicator (FPI)	As per requirement	1
	19.	RMU	As per requirement	1
	20.	Megger (Analogue)	As per requirement	2
	21.	Hi-Pot Set	As per requirement	1
	22.	Ladder	As per requirement	1
	23.	Danger Sign Board	As per requirement	1
	24.	Digital Multimeter	As per requirement	2
	25.	Cable Socket Punching Tool	As per requirement	3
	26.	Safety Belt or Full Body Harness	As per requirement	1
	27.	Discharge Rod	As per requirement	1
	28.	Earth Tester	As per requirement	2
	29.	Old Ht Panels	As per requirement	1

		30.	Oil Circuit Breaker/ Air Circuit Breaker	As per requirement	1
		31.	Temperature Meter Digital	As per requirement	2
		32.	Temperature Meter Digital	As per requirement	1
		33.	Transformer Oil Testing Kit	As per requirement	1
		34.	Soldering Iron	As per requirement	5
		35.	IDMT Relay Analog	As per requirement	2
		36.	Mask	As per requirement	1
		37.	Safety Sign Board	As per requirement	1
		38.	Crimping Tool	As per requirement	5
		39.	Temperature Meter Analog	As per requirement	1
		40.	Safety Helmet	As per requirement	2
		41.	Neon (Power) Tester	As per requirement	1
		42.	Poker	As per requirement	5
		43.	Rubber Mat	As per requirement	1
		44.	Digital Relays (SC, E/F & OC)	As per requirement	1
		45.	Isolators For Demo Operation	As per requirement	1
		46.	Tagging	As per requirement	3
		47.	Clip On Meter or Clamp on Tester	As per requirement	4
		48.	Safety Boot	As per requirement	2
		49.	Blow Lamp	As per requirement	5
3.	Annexure: Detailed Assessment Criteria (Mandatory)	Mentioned in Model Curriculum			
4.	Annexure: Assessment Strategy (Mandatory)	Mentioned in Model Curriculum			

5.	Annexure: Blended Learning (Mandatory, in case selected Mode of delivery is “Blended Learning”)	N/A
6.	Annexure: Multiple Entry-Exit Details (Mandatory, in case qualification has multiple Entry-Exit)	N/A
7.	Annexure: Acronym and Glossary (Optional)	Mentioned in Model Curriculum & in Qualification Files
8.	Supporting Document: Model Curriculum (Mandatory – Public view)	Attached
9.	Supporting Document: Career Progression (Mandatory - Public view)	Mentioned in Qualification Files
10.	Supporting Document: Occupational Map (Mandatory)	Attached
11.	Supporting Document: Assessment SOP (Mandatory)	Attached
12.	Any other document you wish to submit:	N/A

Annexure: Evidence of Level

NCrF/NSQF Level Descriptors	Key requirements of the job role/outcome of the qualification	How the job/ role relate to the NSQF level descriptors	NCrF/NSQF Level
Process	- Substation attendant maintains all indoor and outdoor equipment in good operating condition. - He prepares daily log sheet on an hourly basis to note down all electrical parameters, energy readings, etc. - He maintains general diary for all activities being carried out for repair and maintenance, and issues PTW to give the shutdown to O&M staff and similarly restores the supply after getting clearance from them. - He also coordinates with system control, load dispatch center for load flow management and conducts periodical shedding if required.	The job expects a person to carry out a job which may require limited range of activities routine and predictable. Hence, it qualifies as a Level 3 role. Since it does not involve situation of clear choice, the role does not qualify for Level 4. This role requires the job holder to work in a familiar, routine, predictable, and the activities that h/she is expected to perform are not repetitive, on a regular basis, and should have the ability to communicate, read, write, work late hours, pacify and guide the team of workers in operation and	3

NCrF/NSQF Level Descriptors	Key requirements of the job role/outcome of the qualification	How the job/ role relate to the NSQF level descriptors	NCrF/NSQF Level
	- Substation attendant should have proficiency in switchgears operation and knowledge of indoor and outdoor equipment of substation as well as data logging. - The candidate should have the ability to communicate, read, write, work late hours, pacify and guide the team of workers in operation and maintenance of substation	maintenance of substation with little application of understanding, more of practice. Hence it cannot be placed at level 2.	
Professional knowledge	- power system: How power flows, Generation, Transmission and distribution number of bays, number of incoming and outgoing feeders , load management through single or double bus, substation network, ring system, back feed etc. - line components towers, poles, single circuit, double circuit, over head, underground conductors and cables - substation equipment, current rating of feeder, load management in coordination with system control department, LDC - gantry structure, structure lay out, types of porcelain insulators, overhead conductors, clamps used in station - Operating principle of Power Transformer, its main component, auxiliary components and accessories. Difference between Power and Distribution T/R - operating principle of switch gears (CB), how it operates under fault current, benefits of operating medium of OCB, MOCB, ACB, SF₆, Vacuum circuit breakers - fault current due to short circuit, over current and earth fault. Their impact and protection system - instrument transformers like CTs, PTs, and CVTs	The job holder is expected to have Basic facts, process and principle applied in trade of employment. The role qualifies for Level 3. The job holder is expected to be familiar with all machines and equipment's and key faults occurred in major equipment like Power transformer, Distribution transformer, circuit breakers, control and relay panels etc. Their causes and protection system to avoid break down. He/she is not expected to know material, tools and applications in a limited context, understands context of work and quality, it cannot be pegged at level 2.	3

NCrF/NSQF Level Descriptors	Key requirements of the job role/outcome of the qualification	How the job/ role relate to the NSQF level descriptors	NCrF/NSQF Level
	- control panel and its in built measuring instruments, accessories like heater, lamp, door switch, HRC fuse, relays, auxiliary, ICT's etc. - battery panel, trickle charging, battery status, electrolyte level, specific gravity of electrolyte, safety measures in repair and maintenance, ventilation etc. - tripping mechanism short circuit, earth fault, over current, low frequency etc and resetting of relays - key faults occurred in major equipment like Power transformer, Distribution transformer, circuit breakers, control and relay panels etc. Their causes and protection system to avoid break down - lightening arrestors (LA) functioning - types of earthing used in grid station, its significance, why earth connection with each equipment, measurement of earth resistance - shunt capacitor bank, its function to improve pf, switching operation - complete tools, tackles and safety gadgets required in grid station - approved maintenance procedures and regulation - how to take safety precautions as per safety manual - how to keep records of all equipment like name plate, ratings, pre- commission test report and manuals - the importance of reporting problems to junior engineer, officer in charge		
Professional skill	make judgments and decisions appropriately	The job holder is expected to carry out recall and demonstrate practical skill,	3

NCrF/NSQF Level Descriptors	Key requirements of the job role/outcome of the qualification	How the job/ role relate to the NSQF level descriptors	NCrF/NSQF Level
	• identify complex problems and review related information to develop and evaluate • follow organization rule-based decision-making process • take decision with systematic course of actions and/or response • planning and organization of tasks to meet deadlines • build customer relationships and use customer centric approach • take help from the junior engineer to solve the problems • monitor, solve problems and take corrective action with individuals and organizations • analyze problems and changes in conditions, operations, and the environment to solve problems • analyze the problem seen in the equipment and take help from JE • critically evaluate operation parameters in relation to grid station features intended • develop a holistic and comprehensive profile of continuity of supply based on segregated discrete process stages of blank forming processes	routine and repetitive in narrow range of application, hence qualifying the role for a Level 3. As this job does not require limited-service skills used in limited context and critically evaluate operation parameters in relation to grid station features intended select and apply tools; assist in professional works with no variables; differentiate good and bad quality. Therefore, it cannot be pegged at level 2.	
Core skill	• apply knowledge of basic operating principle of isolator and circuit breaker • prepare the details for inspection and maintenance of substation equipment as per approved schedule • raise and maintain job cards of each equipment • arrange planning of shutdown for planned maintenance, also cover preventive maintenance and break down maintenance of all equipment	The job holder is expected to Communication written and oral, with minimum required clarity, skill of basic arithmetic and algebraic principles, personal banking, basic understanding of social and natural environment. Hence, this role qualifies for Level 3.	3

NCrF/NSQF Level Descriptors	Key requirements of the job role/outcome of the qualification	How the job/ role relate to the NSQF level descriptors	NCrF/N SQF Level
	- maintain records of test results, repairs, and maintenance of all equipment - perform routine operation and report trouble shooting of all substation equipments - identify faulty equipment and safe isolation without disturbing of other equipment - ensure safety chart, first aid box, switchgear handles, fire extinguishers, PPEs and discharge rod are placed at proper location - apply basic knowledge of CEA, SERC regulations and IE Act 2003 - apply knowledge of switchgear operation of all types of circuit breakers and isolators - apply knowledge of power transformer functions - apply knowledge of CT's PT's and CVT's functions - be aware of significance of earth connection - apply knowledge of Capacitor bank functions - apply knowledge of lightening arrestors (LA) functions - check hot spots by thermo-vision camera - check switchyard illumination and replacement of fused bulbs - check status of relays O/C & E/F their settings, flag - ensure status of HRC fuse (PT and ckt) is of correct rating - apply knowledge of battery and battery charger - adopt guidelines and procedures and safety regulations laid down in the organization for safety	As this job does not requires to receive and transmit written and oral messages, basic arithmetic, personal financing and understanding of social, political, and religious diversity, hygiene and environment. Therefore, it cannot be pegged at level 2 The role does not requires to possess skills and language to communicate written or oral, with required clarity, skill to basic arithmetic and algebraic principles, basic understanding of social political and natural environment and arrange load management by changeover, back feed the incoming and outgoing supply of substation, carry out load shedding, Hence cannot be pegged at level 4	

NCrF/NSQF Level Descriptors	Key requirements of the job role/outcome of the qualification	How the job/ role relate to the NSQF level descriptors	NCrF/N SQF Level
	• use personal protective equipment (PPE) for proper safety while in switch yard • ensure work area is clean and safe from hazards • use safety tags or other warning boards before commencing work • record all line parameters and energy reading of each feeder on hourly basis in log sheet • arrange planned shutdown to O&M staff, issue PTW and isolate the equipment from power supply to take up for test, repair and maintenance • arrange load management by change over, back feed the incoming and outgoing supply of substation, carry out load shedding • hot line contact with Power system control, load dispatch centre for approval on emergency operation, power outage, power failure due to fault and related activities • prepare the detail for inspection and maintenance of substation equipment as per approved schedule • arrange planning of shutdown for planned maintenance, also cover Preventive Maintenance and Break down Maintenance of all equipment • maintain records of test results, repairs, and maintenance of all equipment • perform routine operation and report troubleshooting of all substation equipments • identify faulty equipment and safe isolation without disturbing of other equipment		

NCrF/NSQF Level Descriptors	Key requirements of the job role/outcome of the qualification	How the job/ role relate to the NSQF level descriptors	NCrF/NSQF Level
	- ensure safety chart, First Aid box, switchgear handles, Fire extinguishers, PPE's and discharge rod are placed at proper location - apply basic knowledge of CEA, SERC regulations and IE Act 2003 - adopt guidelines and procedures and safety regulations laid down in the organization for safety - use personal protective equipment (PPE) for proper safety - ensure work area is clean and safe from hazards - use safety tags or other warning boards before commencing work		
Responsibility	Under close supervision Some Responsibility for own work within defined limit.	The job holder is having some responsibility for own work under close supervision within defined limit. Hence, this role qualifies for Level 3. It does not comprise of any supervisory activities. Since, the job holder is expected to be responsible for own working under defined limit and is not responsible for own work and learning and adopt guidelines and procedures and safety regulations laid down in the organization for safety. Therefore, this role cannot be pegged at level 4.	3

Annexure: 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.	Safety Rubber Gloves	As per requirement	2
2.	Nose Pliers	As per requirement	5
3.	Portable Electric Drill Machine	As per requirement	3
4.	Screw Driver	As per requirement	15
5.	Center Punch	As per requirement	5
6.	Bench Vise & Line Vise	As per requirement	3
7.	Phase Tester	As per requirement	5
8.	Pipe Wrench	As per requirement	5
9.	Chisel	As per requirement	5
10.	Hack Saw	As per requirement	3
11.	Spanner Set	As per requirement	5
12.	Wood Saw	As per requirement	3
13.	Measuring Tape	As per requirement	3
14.	Measuring Tape	As per requirement	5
15.	Hammer	As per requirement	5
16.	Combination Plier	As per requirement	5
17.	Files	As per requirement	3
18.	Fault Passage Indicator (FPI)	As per requirement	1

19.	RMU	As per requirement	1
20.	Megger (Analogue)	As per requirement	2
21.	Hi-Pot Set	As per requirement	1
22.	Ladder	As per requirement	1
23.	Danger Sign Board	As per requirement	1
24.	Digital Multimeter	As per requirement	2
25.	Cable Socket Punching Tool	As per requirement	3
26.	Safety Belt or Full Body Harness	As per requirement	1
27.	Discharge Rod	As per requirement	1
28.	Earth Tester	As per requirement	2
29.	Old Ht Panels	As per requirement	1
30.	Oil Circuit Breaker/ Air Circuit Breaker	As per requirement	1
31.	Temperature Meter Digital	As per requirement	2
32.	Temperature Meter Digital	As per requirement	1
33.	Transformer Oil Testing Kit	As per requirement	1
34.	Soldering Iron	As per requirement	5
35.	IDMT Relay Analog	As per requirement	2
36.	Mask	As per requirement	1
37.	Safety Sign Board	As per requirement	1
38.	Crimping Tool	As per requirement	5
39.	Temperature Meter Analog	As per requirement	1

40.	Safety Helmet	As per requirement	2
41.	Neon (Power) Tester	As per requirement	1
42.	Poker	As per requirement	5
43.	Rubber Mat	As per requirement	1
44.	Digital Relays (SC, E/F & OC)	As per requirement	1
45.	Isolators For Demo Operation	As per requirement	1
46.	Tagging	As per requirement	3
47.	Clip On Meter or Clamp on Tester	As per requirement	4
48.	Safety Boot	As per requirement	2
49.	Blow Lamp	As per requirement	5

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Laptop/Computer
2. Chairs
3. LCD
4. Projector
5. Board
6. White Board Maker
7. Table

Annexure: 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	Raj Traders	Ms. Anuradha Gupta	Propreitor	186-B, Hari Nagar Ashram	9818982324		

				New Delhi 110014			
2	Sanjay Power Projects Pvt. Ltd.	Shri Sanjay Sharma	Director	Gali No. 8, Rajgarh Colony, Delhi 110031	9818391832		
3	Bryn Construction Co.	Shri Yogendra Gupta	Propreitor	186-B, Hari Nagar Ashram New Delhi 110014	9811098990		
4	NACOF	Shri Suraj Rawat	State Manager (Delhi)	Flat No. 101, 1st floor, Devika Tower - 6, Nehru Place, New Delhi 110019	9540015452	operations@naco-india.com	
5	Distil Ventures India Limited	Shri Sushant Kumar	Managar - HR	A1, 2nd floor, FIEE Complex, Okhla Industrial area, Phase II, South East Delhi, New Delhi 110020	9205666352	sushant@distilgroup.com	
6	TDS Management Consultant Pvt. Ltd.	Shri Rahul Banerjee	Group President		9958455223	rahul.banerjee@tdsgroup.in	
7	BSES Yamuna Power Ltd.	Shri Sunil Kumar Gupta	Vice President	Shakti Kiran Building Karkardooma, Delhi 110092			
8	Pee Kay Electric Works	Shri Pramod Kumar Gupta	Propreitor	E-4, West Jyoti Nagar, Delhi 110094			
9	Hi-Tech Engineers	Shri Kushagra Gupta	Propreitor	E-4, Rishi Kardam Marg,			

				West Jyoti Nagar, Delhi 110094			
10	Yogi Enterprise	Shri Santosh Kanvar		Nokha Sujan Pur Road, Nokha Bikaner, - Rajasthan 334803	9024023433	santoshkanvaryogi@gmail.com	
11	AWI Construction	Shri Bhupender Singh	Engineer		7974248323	awiconstruction2017@gmail.com	
12	Jagdamba 01 Construction Company	Shri Kuldeep Singh Sekhawat		01 Richpal Singh Village, Binjast	9783033323	jagdamba01constructioncompany@gmail.com	
13	Hira Lal Shah	Shri Hera Lal Shah	Manager	Navtolia, Gopalpur, Mheshpur, Distt. Khadiya, Khagaria	7779889850	mkmitileshkumar1999@gmail.com	
14	Ashok Enterprises	Shri Shankar Ram	Manager	Balasar, Nagaur, Rajasthan 341001	9950283427	shankergour084@gmail.com	
15	Yogi Contruccion	Shri Bahadur Singh		Durgaliya, Nokha, Bikaner, Rajasthan - 334803	8696808034	bahadursinghyogi@gmail.com	
16	Gyansri Enterprises	Shri Santosh Kumar Barnwal		Baghmara, Dhanbad, Jharkhand - 828306	9608897099	skumarbarnwal86@gmail.com	
17	Surya Con Engineer	Shri Vijay		Vishwash Nagar	9999990529		
18	Paras Electromech	Shri Anil Jain	Propreitor	UG-5, parmish Bino Center Karkardooma Community			

				Center, Delhi 110092			
19	Cheena & Company	Shri Chena Ram	Partner		9312798243		
20	Paras Enterprises	Shri Vijay Singh	Propreitor	216 Behari Colony, Shd, Delhi	9650328287		
21	Gypeam Structure India Pvt Ltd	Shri N L Gay	Director		9810032703		
22	Gungun Enterprises	Shri Mukesh Kumar	Owner	PO: Hardoi, Distt. Hardoi, UP	8107992157	gungunenterprises@gmail.com	
23	New Ape Techno Pvt Ltd	Shri Anwar Alam	Manager	Delhi 110092	9891921804		
24	Shiv Shanker Engineers	Shri Dhirendra Yadav	Engineer	Jharodakalan, Delhi	7398009310	shivshankerengineer@gmail.com	
25	S S & Company	Shri Dashrath Singh	Supervisor	WZ-1254 A , Nangla Rai, JKP	7080927350	shyamsinghhridaypur@gmail.com	
26	Ram Enterprises	Shri Ram Saran	Propreitor	VPO Ward No. 09, Near Shiv Mandir, Shop No, Bhamatsar, Nokha	8955779655		
27	DKVS Pvt Ltd	Shri Dangur Kaushik	Engineer		8200646171	Kidangur1236@gmail.com	
28	Maa Annapoorna Construction	Shri Prem Prakash Singh	Partner		700466266		
29	Raheeq Infra Tech Pvt Ltd	Shri Ahmad Baba		Hotel Grand Star, Opposite Civil Secretrate Srinagar, Jammu & Kashmir	700672271		

30	YEO Social Ventures Pvt Ltd	Shri Zaroot Tabasum	Director	Govt. Housing Colony, Chnapora, Srinagar 190015	8491017999		
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Annexure: 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
2025-2026	100	70-75%	10	8	N/A	N/A
2026-2027	200	70-75%	20	15	N/A	N/A
2027-2028	200	70-75%	20	15	N/A	N/A

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
1	2022-2025	308	308	308	N/A	29	29	29	N/A	N/A	N/A	N/A	N/A

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.

Content availability for previous versions of qualifications:

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

Languages in which Content is available:

English, Hindi

Annexure: Blended Learning

Blended Learning Estimated Ratio & Recommended Tools:

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

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

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

Annexure: 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
	PC1. review job cards and records to identify the details for inspection and maintenance activities done on all the substation equipment as per approved schedule	5	8

PSS/N2404: Inspection and operation of substation equipment	PC2. plan preventive and break down maintenance of all equipment	3	8
	PC3. inspect the equipment for faults and safely isolate it without disturbing the other equipment	4	10
	PC4. follow CEA, SERC regulations of performance standards	3	9
	PC5. check all types of circuit breakers, switchgears, isolators, CT's, PT's and CVT's including tap changers, capacitor bank and lightening arrestors (LA) for proper functioning	5	12
	PC6. use thermo-vision camera for checking hot spots on the equipment	3	7
	PC7. check battery and battery charger, settings of relays, rating of HRC fuse (PT and CT) and illumination of switchyard bulbs	5	10
	PC8. report to superiors about maintenance and repairs completed as per organisational procedures	3	5
	NOS Total	31	69
PSS/N2405: Recording of line parameters, power flow and load management	PC1. read and record all line parameters and energy reading of each feeder on hourly basis in log sheet	7	12
	PC2. plan the shutdown for O&M staff based on the PTW issued and isolate the equipment from power supply for repair and maintenance	8	12
	PC3. carry out load shedding, back-feeding of the incoming and outgoing power supply and load management by changeover in the substation	8	15

	PC4. establish hot line contact with power system control, load dispatch center for approval on emergency operation, power outage, power failure due to fault and related activities	8	14
	PC5. prepare and maintain records of test results, repairs and maintenance of all equipment	6	10
	NOS Total	37	63
PSS/N1338: Apply basic health and safety practices for power related work	<i>Follow workplace health and safety practices</i>	25	36
	PC1. use protective clothing/equipment for specific tasks and work conditions Protective clothing: leather or asbestos gloves, flame proof aprons, flame proof overalls buttoned to neck, cuff less (without folds) trousers, reinforced footwear, helmets/hard hats, cap and shoulder covers, ear defenders/plugs, safety boots, knee pads, particle masks, glasses/goggles/visors Equipment: hand and face shields, machine guards, residual current devices, shields, dust sheets, respirator	3	5
	PC2. identify job-site hazards and possible causes of risks/accident at the workplace Hazards: electrical hazards; sharp edged and heavy tools; heated metals; oxyfuel and gas cylinders; welding radiation; hazardous surfaces; hazardous substances; physical hazards possible causes of risk and accident: physical actions; not following instructions; inattention; sickness and incapacity; health; not taking safety precautions	3	2
	PC3. use standard safe working practices when working at heights, confined areas, trenches and with electrical equipment	3	5

PC4. follow warning signs and symbols while working with electrical systems Warning signs: Danger plate, high voltage area, out of service, etc.	2	2
PC5. ensure positive isolation of electrical equipment and system as per the given standards	2	4
PC6. identify any abnormalities in electrical equipment or system viz temperature, pressure, flow of current etc.	2	4
PC7. use various methods of accident prevention in the work environment	2	0
PC8. use proper scaffolds, elevated platforms and ladders for working at height	2	3
PC9. inspect various tools and plants (T & P) routinely for any signs of oil, water leakages	2	3
PC10. store flammable materials and machine lubricating oil safely and correctly	2	2
PC11. check that the emission and pollution control devices are working properly in line with environmental policy standards	1	3
PC12. inform the relevant authorities about any abnormal situation/behavior of any equipment/system without delay	1	3
<i>Follow fire safety practices</i>	6	12
PC13. use various appropriate fire extinguishers for different types of fires correctly	3	5

	Types of fires: Class A, B, C, D and E		
	PC14. use appropriate rescue techniques during fire hazard	2	5
	PC15. use good housekeeping practices at all times to avoid accidental fire	1	2
	<i>Follow emergencies, rescue and first-aid procedures</i>	8	13
	PC16. administer appropriate first aid to the victims for the relevant injuries Injuries: Bleeding, burns, choking, electric shock, poisoning etc.	3	6
	PC17. act promptly and appropriately to an accident situation and administer basic first aid including CPR to the victims of cardiac arrest due to electric shock or medical emergency in real	2	5
	PC18. write an incident report and send the same to the authorized person	3	2
	NOS Total	39	61
PSS/N1336: Work effectively with others	<i>Work effectively with others</i>	18	32
	PC1. accept information and instructions from the supervisor and fellow workers and seek clarification when required	2	4
	PC2. pass the information to the persons to all those concerns within agreed timeframe in a manner they can understand and confirm its receipt	1	4

	PC3. help & assist fellow workers in performing their tasks in a positive manner so as to maximize efficiency	2	4
	PC4. use appropriate tone, pitch and language while communicating to convey politeness, assertiveness, care and professionalism	4	6
	PC5. listen attentively and respond appropriately while interacting with others at work	3	6
	PC6. act responsibly and demonstrate disciplined behaviour at the workplace Disciplined behaviour: Punctuality; completing tasks within agreed timescales, ensuring quality standards; not gossiping and wasting time, honesty, etc.	3	5
	PC7. escalate grievances and problems to the appropriate authority as per the organisational procedure to resolve them and avoid conflict	3	3
	<i>Respect diversity</i>	16	24
	PC8. respect gender diversity in the workplace	4	6
	PC9. use respectful verbal, non-verbal and written communication that is gender, disability and culturally inclusive	4	6
	PC10. communicate with everyone without any personal bias based on gender, disability, caste, religion, colour, sexual orientation and culture	4	6
	PC11. recognize indicators of harassment and discrimination based on gender, disability, caste, religion, colour, sexual orientation and culture at workplace and follow organisational policy for reporting the same	4	6

	NOS Total	34	56
PSS/N1201: Optimize resource utilization at workplace	<i>Material conservation practices</i>	4	8
	PC1. identify ways to optimize usage of material including water in various tasks/activities/processes	1	2
	PC2. check for spills/leakages in various tasks/activities/processes	1	2
	PC3. plug spills/leakages and escalate to appropriate authority if unable to rectify	1	2
	PC4. carry out routine cleaning of tools, machines and equipment	1	2
	<i>Energy/electricity conservation practices</i>	4	8
	PC5. identify ways to optimize usage of electricity/energy in various tasks/activities/processes	1	2
	PC6. check if the equipment/machine is functioning normally before commencing work and rectify wherever required	1	2
	PC7. report malfunctioning (fumes/sparks/emission/vibration/noise) and lapse in maintenance of equipment	1	2
	PC8. ensure electrical equipment and appliances are properly connected and turned off when not in use	1	2

	<i>Effective waste management/recycling practices</i>	5	10
	PC9. identify recyclable and non-recyclable, and hazardous waste generated	1	2
	PC10. segregate waste into different categories	1	2
	PC11. dispose non-recyclable waste appropriately	1	2
	PC12. deposit recyclable and reusable material at identified location	1	2
	PC13. follow processes specified for disposal of hazardous waste	1	2
	NOS Total	13	26
PSS/N2416: Introduction to Automation	<i>Introduction to Substation Automation System</i>	4	5
	PC1: Identify the purpose and components of a Substation Automation System (SAS).	2	2
	PC2: Explain IEDs, RTUs and their role	2	3
	<i>Monitoring, Reporting, and Support during Automation operations</i>	12	19
	PC3: Interpret SCADA/HMI readings	2	4
	PC4 Report alarms and trip event	2	3
	PC5: Assist during switching operations.	2	3
	PC6: Inspect communication devices	2	3
	PC7: Support troubleshooting of SCADA failure	2	3
	PC8: Maintain automation logs and checklists	2	3
	<i>Logging, Safety, and Use of Portable Automation Tools</i>	4	6

	PC9: Follow SOPs for digital and cyber safety	2	2
	PC10: Use HHU/HHT for basic interaction	2	4
	NOS Total	20	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	-	-
	NOS Total	20	30
	Grand Total	194	335

DGT/VSQ/N0101: Employability Skills (30 Hours)

S. No	Module Name	Assessment Marks
1.	Introduction to Employability Skills	2
2.	Constitutional values - Citizenship	2
3.	Becoming a Professional in the 21st Century	4
4.	Basic English Skills	5
5.	Communication Skills	2
6.	Diversity & Inclusion	2
7.	Financial and Legal Literacy	7
8.	Essential Digital Skills	10
9.	Entrepreneurship	8
10.	Customer Service	4
11.	Getting ready for Apprenticeship & Jobs	4
	Total	50

Annexure: Assessment Strategy

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

Mention the detailed assessment strategy in the provided template.

<1. Assessment System Overview:

- Batches assigned to the assessment agencies for conducting the assessment on SIP or email
- Assessment agencies send the assessment confirmation to VTP/TC looping SSC
- Assessment agency deploys the ToA certified Assessor for executing the assessment
- SSC monitors the assessment process & records

2. Testing Environment:

- Check the Assessment location, date and time
- If the batch size is more than 30, then there should be 2 Assessors.
- Check that the allotted time to the candidates to complete Theory & Practical Assessment is correct.

3. Assessment Quality Assurance levels/Framework:

- Question bank is created by the Subject Matter Experts (SME) are verified by the other SME
- Questions are mapped to the specified assessment criteria
- Assessor must be ToA certified & trainer must be ToT Certified

4. Types of evidence or evidence-gathering protocol:

- Time-stamped & geotagged reporting of the assessor from assessment location
- Centre photographs with signboards and scheme specific branding

5. Method of verification or validation:

- Surprise visit to the assessment location

6. Method for assessment documentation, archiving, and access

- Hard copies of the documents are stored

On the Job:

1. Each module (which covers the job profile of Automotive Service Assistant Technician) will be assessed separately.
2. The candidate must score 60% in each module to successfully complete the OJT.
3. Tools of Assessment that will be used for assessing whether the candidate is having desired skills and etiquette of dealing with customers, understanding needs & requirements, assessing the customer and perform Soft Skills effectively:
 - Videos of Trainees during OJT
 -
4. Assessment of each Module will ensure that the candidate is able to:
 - Effective engagement with the customers
 - Understand the working of various tools and equipment
 ->

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