



QUALIFICATION FILE

Poultry feed, food safety and labelling Supervisor

☒ 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: 5

Submitted By:

Agriculture Skill Council of India

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

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Section 1: Basic Details

1.	Qualification Name	Poultry feed, food safety and labelling Supervisor																						
2.	Sector/s	Agriculture																						
3.	Type of Qualification: ☐ New ☒ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing qualification: QG-05-AG-00334-2023-V1.1-ASCI	Qualification Name of existing/previous version: Poultry feed, food safety and labelling Supervisor																					
4.	a. OEM Name b. Qualification Name (Wherever applicable)	NA																						
5.	National Qualification Register (NQR) Code &Version (Will be issued after NSQC approval)	QG-05-AG-03915-2025-V2-ASCI & version 2	6. NCrf/NSQF Level: 5																					
7.	Award (Certificate/Diploma/Advance Diploma/ Any Other (Wherever applicable specify multiple entry/exits also & provide details in annexure)	Certificate																						
8.	Brief Description of the Qualification	A Poultry feed, food Safety and labeling Supervisor is responsible for ensuring that the feed and feed ingredients for poultry is safe for consumption and also the food produced on the poultry farm is safe to eat and properly labeled according to 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>UG Diploma or equivalent*</td> <td></td> </tr> <tr> <td>2</td> <td>UG Certificate*</td> <td>1.5 years of relevant experience in Agriculture and allied sectors</td> </tr> <tr> <td>3</td> <td>12 or equivalent</td> <td>3 years of relevant experience in Agriculture and allied sectors</td> </tr> <tr> <td>4</td> <td>10th</td> <td>6 years of relevant experience in Agriculture and allied sectors</td> </tr> <tr> <td>5</td> <td>Previous NSQF levels 4.5</td> <td>1.5 years of relevant experience in Agriculture and allied sectors</td> </tr> <tr> <td>6</td> <td>Previous NSQF level 4</td> <td>3 years of relevant experience in Agriculture and allied sectors</td> </tr> </tbody> </table> *Preferably in Poultry/livestock and related courses b. Age: 18 years		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)	1	UG Diploma or equivalent*		2	UG Certificate*	1.5 years of relevant experience in Agriculture and allied sectors	3	12 or equivalent	3 years of relevant experience in Agriculture and allied sectors	4	10 th	6 years of relevant experience in Agriculture and allied sectors	5	Previous NSQF levels 4.5	1.5 years of relevant experience in Agriculture and allied sectors	6	Previous NSQF level 4	3 years of relevant experience in Agriculture and allied sectors
S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)																						
1	UG Diploma or equivalent*																							
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3	12 or equivalent	3 years of relevant experience in Agriculture and allied sectors																						
4	10 th	6 years of relevant experience in Agriculture and allied sectors																						
5	Previous NSQF levels 4.5	1.5 years of relevant experience in Agriculture and allied sectors																						
6	Previous NSQF level 4	3 years of relevant experience in Agriculture and allied sectors																						

10.	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	16	11. Common Cost Norm Category (I/II/III) (wherever applicable): II																					
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>260</td><td>100</td><td>120</td><td></td><td>480</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)	260	100	120		480	Online					
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																			
Classroom (offline)	260	100	120		480																			
Online																								
14.	Aligned to NCO/ISCO Code/s (if no code is available mention the same)	NCO-2015/6122.0401																						
15.	Progression path after attaining the qualification (Please show Professional and Academic progression)	Poultry farm Manager (Level 6)																						
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/N0102 (v1.0)																						
21.	Is Qualification Suitable to be Offered in Schools/Colleges	Schools ☒ Yes ☐ No Colleges ☒ Yes ☐ No																						
22.	Name and Contact Details of Submitting / Awarding Body SPOC (In case of CS or MS, provide details of both Lead AB & Supporting ABs)	Name: Ms Purnambica K Email: standards@asci-india.com Website: www.asci-india.com Contact No.: 0124-4670029																						
23.	Final Approval Date by NSQC: 06-06-2025	24. Validity Duration: 3 years post NSQC Approval		25. Next Review Date: 30-04-2028																				

Section 2: Module Summary

NOS/s of Qualifications

(In exceptional cases these could be described as components)

Mandatory NOS/s:

Specify the training duration and assessment criteria at NOS/ Module level. For further details, refer curriculum document.

Th.-Theory Pr.-Practical OJT-On the Job Man.-Mandatory Training Rec.-Recommended Proj.-Project

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/Non-Core	NCrF/NS QF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1	Assess the quality of poultry feed	AGR/N4323 (v3.0)	Core	5	3	60	30			90	20	15		15	50	15
2	Ensure safety of the poultry products	AGR/N4324 (v2.0)	Core	5	2	40	20			60	20	15		15	50	30
3	Ensure compliance to food labelling guidelines	AGR/N9924 (v3.0)	Core	5	2	40	20			60	15	20		15	50	30
4	Maintain records related to poultry feed and food products	AGR/N4326 (v2.0)	Non-Core	5	2	40	20			60	20	20		10	50	15
5	Manage and lead a team effectively	AGR/N9923 (v2.0)	Non-Core	5	1	20	10			30	30	40		30	100	5
6	Employability Skills (60 Hours)	DGT/VSQ/N 0102 (v1.0)	Non-Core	5	2	60				60	20	30			50	5
7	OJT (Mandatory)	NA	NA	5	4			120		120						
Duration (in Hours) / Total Marks					16	260	100	120		480	125	140		85	350	100

Assessment - Minimum Qualifying Percentage

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

Minimum Pass Percentage – Aggregate at qualification level: 70 % (Every Trainee should score specified minimum aggregate passing percentage at qualification level to successfully clear the assessment.)

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

Section 3: Training Related

1.	Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	Certificate NSQF (Poultry Farm Manager) with 5 years of relevant industry experience in poultry farming* * Poultry Feed, Food Safety & Labelling Supervisor with 5 Years' experience with corporates OR Diploma (Veterinary/Animal Husbandry / Poultry) with 3 years of relevant industry experience in poultry farming** ** Regular Diploma more than 15 months OR Graduation (Graduate with 10+2 in Science except Agriculture) with 3 years of relevant industry experience in poultry farming*** ***For school Program minimum qualification of Trainer should be Graduate with 10+2 in science. Their Teaching experience will be considered industry experience OR Graduate (Agriculture) with 2 years of relevant industry experience in poultry farming OR Graduate (Animal Husbandry/ Animal Science/Poultry Production and Business Management) with 1 year of relevant industry experience in poultry farming OR B.V.Sc OR Post-Graduate (Animal Science)
2.	Master Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	5 years of training experience in poultry farming after Graduation (Graduate with 10+2 in Science except Agriculture) with 3 years of relevant industry experience in poultry farming OR

		5 years of training experience in poultry farming after Graduation (Agriculture) with 2 years of relevant industry experience in poultry farming OR 5 years of training experience in poultry farming after Graduation (Animal Husbandry/ Animal Science/Poultry Production and Business Management) with 1 year of relevant industry experience in poultry farming OR 5 years of training experience in poultry farming after B.V.Sc
3.	Tools and Equipment Required for Training	☒ Yes ☐ No (If “Yes”, details to be provided in Annexure)
4.	In Case of Revised Qualification, Details of Any Upskilling Required for Trainer	NA

Section 4: Assessment Related

1.	Assessor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	B. V. Sc with 4 years of relevant industry experience in In Animal Science/Veterinary Science /Poultry Science and related streams OR B.Tech (Poultry Production Technology) with 4 years of relevant industry experience in In Animal Science/Veterinary Science /Poultry Science and related streams OR B.Sc. (Animal Husbandry/ Animal Science/Poultry Production and Business Management) with 5 years of relevant industry experience in In Animal Science/Veterinary Science /Poultry Science and related streams OR M.Sc. (Animal Nutrition & Feed Safety Engineering/Animal Science/Poultry Production/Poultry Science/Applied Poultry Science) with 2 years of relevant industry experience in In Animal Science/Veterinary Science /Poultry Science and related streams OR M. V. Sc with 2 years of relevant industry experience in In Animal Science/Veterinary Science /Poultry Science and related streams OR PhD Poultry Science/Animal Nutrition/Animal Science/ Veterinary Science/Animal Genetics and Breeding) with 1 year of relevant industry experience in In Animal Science/Veterinary Science /Poultry Science and related streams
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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>	M.Sc. (Animal Nutrition & Feed Safety Engineering/Animal Science/Poultry Production/Poultry Science/Applied Poultry Science) with 10 years of relevant industry experience in In Animal Science/Veterinary Science /Poultry Science and related streams OR M. V. Sc with 10 years of relevant industry experience in In Animal Science/Veterinary Science /Poultry Science and related streams
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): No
4.	Number of Industry validation provided: 16
5.	Estimated nos. of persons to be trained and employed: 2000
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: Yes

Section 6: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

1.	Annexure: NCrf/NSQF level justification based on NCrf level/NSQF descriptors <i>(Mandatory)</i>	Annexure-1
2.	Annexure: List of tools and equipment relevant for qualification <i>(Mandatory, except in case of online course)</i>	Annexure-2
3.	Annexure: Detailed Assessment Criteria <i>(Mandatory)</i>	Annexure-5

4.	Annexure: Assessment Strategy (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)	Poultry Farm Manager(L6)
10.	Supporting Document: Occupational Map (Mandatory)	Annexure-8
11.	Supporting Document: Assessment SOP (Mandatory)	Annexure-9
12.	Any other document you wish to submit:	

Annexure 1: Evidence of Level

NCrF/NSQF Level Descriptors	Key requirements of the job role/ outcome of the qualification	How the job role/ outcomes relate to the NCrF/NSQF level descriptor	NCrF/NSQF Level
Process	- Monitor feed quality - Assess the quality of poultry feed - Ensure general food safety practices are in place - Comply with food safety checklist related to production of eggs and meat - Ensure compliance to food labelling guidelines	The job holder is responsible for ensuring that poultry is fed right and that poultry foods are manufactured, labelled, marketed under safe and hygienic conditions, with well-developed skill with clear choice of procedures in a familiar context such as analyzing poultry feed and ensuring compliance to guidelines, ensuring food safety and ensuring compliance to labelling guidelines, completing documentation and record keeping related to poultry feed safety, food and labelling, ensure safety, hygiene and sanitation of poultry farm, manage and lead a team.	5
Professional Knowledge	- job responsibilities and standard operating procedures - organization's storage norms for feed and feed ingredients - importance of quality feed in poultry farming - safe handling of feed during various activities	The job holder is expected to have knowledge of facts, principles, processes, and general concepts. The job holder is expected to have knowledge of general food hygiene principles, storage norms for feed and feed ingredients, food laws on packaging and labelling, methods of maintaining feed safety checklists, poultry sanitation methods.	5

	- various quality parameters for the assessment of feed - feed labelling guidelines		
Professional Skill	- document anomalies in feed quality - methods of waste management - ensure food safety, ensure compliance to labelling guidelines - complete documentation - Maintain records of feed and feed ingredients - Maintain records of food products	The job holder has to monitor feed on a regular basis by sampling and analysis for undesirable substances, report accidents, incidents or problems without any delay to the concerned person and take necessary action to prevent further danger, look for defects inside egg shells and discard eggs with abnormalities. The job holder has to ensure that the team is aware of the schedule on a daily basis and that there are no issues within the team. maintain records on observations, maintain detail records of the finished products, maintain records of feed purchased, ensure documentation system followed by the organization.	5
Core Skill	- importance and need for labelling - importance of information available/required on the label - food laws on packaging and labelling - labelling/markings requirements for raw materials, finished goods, stored materials, packaging - materials and their designated storage area	The job holder must have Core Skills which will include Writing Skills, Reading Skills, Oral and Communication (Listening and Speaking).	5
Responsibility	- Required to hold responsibility for his/her own work and learning and full responsibility for other's work and learning. - Monitoring and assessing the feed quality and quantity - Ensure general food safety practices are in place - Comply with food safety checklist related to production of eggs and meat	The job holder is expected to take responsibility for own work and learning and also take partial responsibility for others working under him. The job holder is required to ensure maintenance of feed, check labelling of feed being fed, implement inspection and control procedures, handle emergency situations, ensure general food safety practices are in place, comply with food safety checklist related to production of eggs and meat, follow guidelines for labelling, document and	5

	- Ensure compliance to food labelling guidelines - Maintain the records related to poultry feed and food products as per Standard operating Procedure	maintain records of feed and feed ingredients, document and maintain records of foods produced.	
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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	Incubator	Nos	1
2	Setter	Nos	1
3	feeds of different quality	Kg	5
4	Samples of Labelling Material	Nos	5
5	Egg trays	Nos	3
6	labelling procedural chart	Nos	1
7	Disposal Bags	Nos	3
8	Record Books	Nos	1
9	labelled eggs for demonstration	Nos	2
10	Video Recording Equipment	Nos	1

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Whiteboard
2. Markers

Annexure 3: Industry Validations Summary

Provide the summary information of all the industry validations in table. This is not required for OEM qualifications.

S. No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID	LinkedIn Profile (if available)
1	KVK, Nuapada	Laba Soren	Senior Scientist & Head	Nuapada	9437170974	kvk.nuapada@ouat.ac.in	

2	KVK, Changlang	Dr. D. S. Chhonkar	Senior Scientist & Head	Jairampur	9548217151	kvkchanlang@gmail.com	
3	S and P Feeds Private Limited	Sadashiv B. Bhadane	Manager HR	Nashik	0253-2575404	sadashivbhadane@anandagro.com	
4	Avee Broilers Private Limited	Rajendra Krushna	Manager	Sogras	9552581975	aveebroiler@rediffmail.com	
5	Centre of Excellence for Animal Husbandry	Dr. P.S. Mahesh	Joint Commissioner	CEAH, Hessaraghatta	080-28466239	ceah.bengaluri@gmail.com	
6	Instructional Livestock Farm Complex(ILFC)	Dr. R. Richard Churchil	Professor and Head	VCRI, Orathanadu	9545557760	drchurchilpoultry@gmail.com	
7	Sampoorna Feeds Private Limited	Savipan Rana	DGM-HR & ADMN	Phagwara	7719620961	hrdepartment@sampoornafeeds.com	
8	SNEHA FARMS Pvt Ltd	Pandaraboina Ramakrishna	General Manager	Hyderabad	7997990829	gmhr@snehagroup.co	
9	KVK, Datia	Dr. Awdhesh Singh	Senior Scientist & Head	Datia	9399935960	kvk.datia@rvskvv.net	
10	KVK, Sundargarh	Dr. Jayanta Kumar Pati	Senior Scientist and Head	Rourkela	8249338822	kvksundargarh2.ouat@gmail.com	
11	KVK, Sonapur	Dr. Biswa Ranjan Pattnaik	Senior Scientist & Head	Sonapur	8249447374	kvksonapur.ouat@gmail.com	
12	Om Shree Agri Services	Manoj Kumar Mohanty	Proprietor	Teisipur	8763248218	manoj.76.osscc@gmail.com	
13	KVK, Puri	Dr. Surya Narayan Mishra	Senior Scientist & Head	Sakshigopal, Puri	9668509504	kvk.puri@ouat.ac.in	
14	KVK, Thoubal	Dr. S. Zeshmani	Senior Scientist and Head	Thoubal	8415902143	kvkthoubal@gmail.com	
15	KVK, Buldana	Dr. Vikas G. Jadhao	Senior Scientist and Head	Jalgaon	9423338595	kvkbuldana@gmail.com	
16	KVK, Dhenkanal	Dr. Bimalendu Mohanty	Senior Scientist and Head	Dhenkanal	9861118241	kvk.dhenkanal@ouat.ac.in	

Annexure 4: Training & Employment Details

Training and Employment Projections:

Year	Total Candidates		Women		People with Disability	
	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities
2025-26	500	50	30	10	0	0
2026-27	500	50	30	10	0	0
2027-28	1000	50	30	10	0	0

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
V2	2022-23	162	0	0	0	0	0	0	0	0	0	0	0
V2	2023-24	0	0	0	0	0	0	0	0	0	0	0	0
V2	2024-25	0	0	0	0	0	0	0	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. PMKVY

Content availability for previous versions of qualifications:

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

Languages in which Content is available: Hindi and English

Annexure 5: Detailed Assessment Criteria

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

NOS/Module Name	Assessment Criteria for Performance Criteria/Learning Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
AGR/N4323: Assess the quality of poultry feed	<i>Monitor feed quality</i>	15	10		10
	PC1. obtain feed from safe sources and analyse for risks				
	PC2. verify that the feed meets requirements in order to protect poultry against foodborne hazards				
	PC3. maintain feed in a stable condition so as to protect feed from contamination during production, handling, storage and transport				
	PC4. check that the labelling of feed is consistent with statutory requirements				
	PC5. check if the feed is labelled clearly, as to how the user should handle, store and use feed				
	PC6. store feed in a good condition as per the accepted quality standards				
	PC7. monitor feed on a regular basis by sampling and analysis of undesirable substances				
	PC8. ensure proper segregation of waste into different categories				
	PC 9. Ensure safety of feed from consumption of rodents by adopting rodent control programmes				
	<i>Report any anomalies in feed quality</i>	5	5	-	5
	PC10. inform the person in charge, in case feed does not satisfy the feed safety requirements, in a timely manner				
	PC11. document the anomalies found in detail				
	NOS Total	20	15		15
AGR/N4324: Ensure safety of the poultry products	<i>Ensure general food safety practices are in place</i>	15	10		10
	PC1. ensure effective food safety processes and programs are in place				
	PC2. ensure compliance with food standards code and other food safety requirement				
	PC3. monitor staff closely on compliance to food safety rules and regulations				

	PC4. ensure proper hygiene and sanitation of equipment, surfaces and environment during slaughter, fabrication and further processing of poultry and poultry products				
	PC5. ensure sound husbandary practices in growing, collecting, transporting and handling birds				
	PC6. ensure compliance with Hazard Analysis Critical Control Point (HACCP)				
	PC7. follow GMP (Good Manufacturing Practices) and HACCP principles to control hazards that may affect food safety				
	<i>Comply with food safety checklist related to production of eggs and meat</i>	5	5	-	5
	PC8. ensure the egg shells are cleaned using a dry cleaning method				
	PC9. ensure eggs with abnormal shape, spots, cracks or any other irregularities are discarded				
	PC10. ensure proper grading and sizing of the eggs as per the SOPs				
	PC11. carry out egg packaging and labelling in accordance with the industry standards				
	PC12. prevent contamination during the slaughter process for the production of quality meat				
	NOS Total	20	15		15
	AGR/N9924: Ensure compliance to food labelling guidelines				
	<i>Follow guidelines for labelling of food products</i>	15	20		15
	PC1. check labels to ensure accuracy of the details given				
	PC2. ensure contents of the label are clear, prominent, legible under normal conditions of purchase				
	PC3. mention the description of food contained in the package clearly				
	PC4. ensure the list of ingredients is displayed appropriately as per standard on the label				
	PC5. ensure that the label clearly indicates the nutritional information of the product and declaration regarding veg or non veg				
	PC6. mention a batch number/code number/lot number by which the food can be traced				
	PC7. Ensure Labels highlighting sustainable practices, antibiotic free, Stress free, eco-friendly feed production or humane animal treatment, as needed				

	PC8. mention the date, month and year, the product is manufactured, on the label				
	PC9. ensure that the label contains the best before date and use by date				
	NOS Total	15	20		15
AGR/N4326: Maintain records related to poultry feed and food products	<i>Maintain records of feed and feed ingredients</i>	10	10		5
	PC1. document procedures and relevant farm practices adopted in the concerned poultry farm to ensure that producers have correctly developed, implemented and updated an effective feed production and management system				
	PC2. maintain records of feed purchased including the ingredient composition				
	PC3. capture details such as date of purchase, quantity of purchase, supplier name, to ease product recall process if any adverse effects on poultry health are identified				
	<i>Maintain records of food products</i>	10	10		5
	PC4. document the records of non- conforming food products				
	PC5. maintain record of HACCP plan				
	PC6. maintain records on observations or deviations related to production of food products				
	PC7. verify documents and track from finished products to ingredients, for quality management system audits				
	PC8. maintain detailed records of the finished products, as per organisation's standards				
	NOS Total	20	20		10
AGR/N9923: Manage and lead a team effectively	<i>Manage the team performance</i>	16	24	-	15
	PC1. prepare a work plan according to the tasks and the number of available team members				
	PC2. allocate tasks to the team members according to their skills and roles				
	PC3. arrange the necessary support and resources to help the team members perform their duties				
	PC4. conduct regular team meetings/ briefings to communicate with the team members regarding their work objectives, projects, work progress, etc.				

	PC5. monitor the performance of each team member and progress of the tasks assigned to them				
	PC6. collect the team performance data and prepare the necessary reports				
	PC7. evaluate the reports to identify the scope of improvement				
	PC8. assist the team members with poor performance in improving their performance				
	PC9. arrange for reward and recognition for the team members with good performance				
	PC10. arrange for relevant training and upskilling of the team members for their professional development				
	<i>Maintain a fair and professional work environment</i>	14	16	-	15
	PC11. maintain professional relationships with the team members				
	PC12. conduct counselling sessions to resolve conflicts among the team members and guide them regarding their professional development				
	PC13. communicate with the team members to understand their concerns and find appropriate solutions				
	PC14. ensure equal and fair career progression opportunities for all the team members				
	NOS total	30	40	-	30
DGT/VSQ/N0102: Employability Skills (60 Hours)	<i>Introduction to Employability Skills</i>	1	1	-	-
	PC1. identify employability skills required for jobs in various industries	-	-	-	-
	PC2. identify and explore learning and employability portals	-	-	-	-
	<i>Constitutional values – Citizenship</i>	1	1	-	-
	PC3. recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.	-	-	-	-
	PC4. follow environmentally sustainable practices	-	-	-	-
	<i>Becoming a Professional in the 21st Century</i>	2	4	-	-
	PC5. recognize the significance of 21st Century Skills for employment	-	-	-	-

PC6. practice the 21st Century Skills such as Self-Awareness, Behaviour Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life	-	-	-	-
<i>Basic English Skills</i>	2	3	-	-
PC7. use basic English for everyday conversation in different contexts, in person and over the telephone	-	-	-	-
PC8. read and understand routine information, notes, instructions, mails, letters etc. written in English	-	-	-	-
PC9. write short messages, notes, letters, e-mails etc. in English	-	-	-	-
<i>Career Development & Goal Setting</i>	1	2	-	-
PC10. understand the difference between job and career	-	-	-	-
PC11. prepare a career development plan with short- and long-term goals, based on aptitude	-	-	-	-
<i>Communication Skills</i>	2	2	-	-
PC12. follow verbal and non-verbal communication etiquette and active listening techniques in various settings	-	-	-	-
PC13. work collaboratively with others in a team	-	-	-	-
<i>Diversity & Inclusion</i>	1	2	-	-
PC14. communicate and behave appropriately with all genders and PwD	-	-	-	-
PC15. escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-
<i>Financial and Legal Literacy</i>	2	3	-	-
PC16. select financial institutions, products and services as per requirement	-	-	-	-
PC17. carry out offline and online financial transactions, safely and securely	-	-	-	-
PC18. identify common components of salary and compute income, expenses, taxes, investments etc	-	-	-	-

PC19. identify relevant rights and laws and use legal aids to fight against legal exploitation	-	-	-	-
<i>Essential Digital Skills</i>	3	4	-	-
PC20. operate digital devices and carry out basic internet operations securely and safely	-	-	-	-
PC21. use e- mail and social media platforms and virtual collaboration tools to work effectively	-	-	-	-
PC22. use basic features of word processor, spreadsheets, and presentations	-	-	-	-
<i>Entrepreneurship</i>	2	3	-	-
PC23. identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	-	-	-	-
PC24. develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	-	-	-	-
PC25. identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity	-	-	-	-
<i>Customer Service</i>	1	2	-	-
PC26. identify different types of customers	-	-	-	-
PC27. identify and respond to customer requests and needs in a professional manner.	-	-	-	-
PC28.follow appropriate hygiene and grooming standards	-	-	-	-
<i>Getting ready for apprenticeship & Jobs</i>	2	3	-	-
PC29. create a professional Curriculum vitae (Résumé)	-	-	-	-
PC30. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	-	-	-	-
PC31. apply to identified job openings using offline /online methods as per requirement	-	-	-	-

	PC32. answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
	PC33. identify apprenticeship opportunities and register for it as per guidelines and requirements	-	-	-	-
	NOS Total	20	30		
	Grand Total	125	140		85

Annexure 6: Assessment Strategy

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

1. Assessment System Overview

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

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

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

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

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

Viva: 20%

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

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

2. Testing Environment

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

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

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

Assessment			
Assessment Type	Formative or Summative	Strategies	Examples
Theory	Summative	MCQ/Written exam	Knowledge of facts related to the job role and functions. Understanding of principles and concepts related to the job role and functions
Practical	Summative	Structured tasks/Demonstration	Practical application /Demonstration /Application tasks

Viva	Summative	Questioning and Probing	Mock interviews on usability of job roles/advantages /importance of adherence to procedures. Viva will be used to gauge trainee's confidence and correct knowledge in handling job situation
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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