

## NSQF QUALIFICATION FILE

approved in the 28th NSQC Meeting – NCVET – 29th March 2023

### CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE

**Name and address of submitting body:**

**Qualification Code**  
**QG-05-AG-00345-2023-V1-ASCI**

Agriculture Skill Council of India (ASCI)  
6<sup>th</sup> floor, GNG Building, Plot No – 10, Sector- 44, Gurugram,  
Haryana – 122004

### Name and contact details of individual dealing with the submission

**Name:** Ms Priyanka Prakash

**Position in the organisation:** Senior Manager – Standards & QA

**Address, if different from above**

**Tel number(s):** 0124 – 4670029/ 4814673/ 4814659

**E-mail address:** priyanka@asci-india.com

### List of documents submitted in support of the Qualifications File

1. Qualifications Pack – Annexure 1
2. Model Curriculum – Annexure 2
3. Industry Validations- Annexure 3

### Model Curriculum to be added which will include the following:

- Indicative list of tools/equipment to conduct the training
- Trainers qualification
- Lesson Plan
- Distribution of training duration into theory/practical/OJT component

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### SUMMARY

1	<b>Qualification Title</b>	Agri Warehouse Supervisor
2	<b>Qualification Code, if any</b>	AGR/Q7510, v2.0
3	<b>NCO code and occupation</b>	NCO-2015/1324.1200, Post-Harvest Supply Chain Management
4	<b>Nature and purpose of the qualification (Please specify whether qualification is short term or long term)</b>	Nature of the qualification- a Qualification Pack (QP) The individual will be responsible for supervising and coordinating the activities of warehouse workers involved in the receipt, handling and dispatch of agricultural produce.
5	<b>Body/bodies which will award the qualification</b>	Agriculture Skill Council of India (ASCI)
6	<b>Body which will accredit providers to offer courses leading to the qualification</b>	Agriculture Skill Council of India (ASCI)
7	<b>Whether accreditation/affiliation norms are already in place or not, if applicable (if yes, attach a copy)</b>	Yes (Annexure 3)
8	<b>Occupation(s) to which the qualification gives access</b>	Post-Harvest Supply Chain Management
9	<b>Job description of the occupation</b>	An Agri Warehouse Supervisor is responsible for supervising and coordinating the activities of warehouse workers involved in the receipt, handling and dispatch of agricultural produce. The individual is responsible for monitoring and maintaining the optimum stock levels and ensuring efficient warehouse operations.
10	<b>Licensing requirements</b>	NA
11	<b>Statutory and Regulatory requirement of the relevant sector (documentary evidence to be provided)</b>	NA
12	<b>Level of the qualification in the NSQF</b>	Level 5
13	<b>Anticipated volume of training/learning required to complete the qualification</b>	Total Duration: 510 Hours Compulsory Modules: 390 Hours (Theory: 150 Hours, Practical: 150 Hours, ES: 90 Hours) OJT: 120 Hours
14	<b>Indicative list of training tools required to deliver this</b>	Attached herewith

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<b>qualification</b>	
<b>15</b>	<b>Entry requirements and/or recommendations and minimum age</b>
	Completed 2nd year of UG OR Pursuing 2nd year of UG and continuous education OR Completed 2nd year of diploma (after 12th) OR Pursuing 2nd year of 2-year diploma after 12th OR 12th grade pass with 2 years of relevant experience OR 10th grade pass with 4 years of relevant experience OR Previous relevant qualification of NSQF Level 4 and with minimum education as 8th grade pass with 3 years of relevant experience OR Previous relevant qualification of NSQF Level 4.5 with 1.5 years of relevant experience 21 years
<b>16</b>	<b>Progression from the qualification (Please show Professional and academic progression)</b>
	Traceability Officer (NSQF Level -6)
<b>17</b>	<b>Arrangements for the Recognition of Prior learning (RPL)</b>
	RPL assessment will be as per normal ASCI assessment process. (ASCI recognizes that there may be candidates who have prior learning experience in the Agriculture Sector and are desirous of being certified. Such candidates can apply to ASCI for testing and certification of their skills. Training Partners will be responsible for identifying and counselling candidates for RPL through mobilization camps and advertisements. The details of the RPL process have been defined by ASCI under the document- Guidelines for Recognition of Prior Learning under PMKVY).
<b>18</b>	<b>International comparability where known (research evidence to be provided)</b>
	Not done as yet
<b>19</b>	<b>Date of planned review of the qualification.</b>
	3 years post NSQC Approval

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<b>20 Formal structure of the qualification Mandatory components</b>				
	Title of component and identification code/NOSs/Learning outcomes	Estimated size (learning hours)		Level
		Theory	Practical	
<b>(i)</b>	Introduction (Bridge Module)	05	00	
<b>(ii)</b>	AGR/N7540: Supervise the delivery and dispatch of agricultural produce	20	35	<b>5</b>
<b>(iii)</b>	AGR/N7541: Maintain the optimum stock levels, produce and the warehouse	60	30	<b>5</b>
<b>(iv)</b>	AGR/N7542: Utilize the human resources and ensure the delivery of quality service	30	30	<b>5</b>
<b>(v)</b>	AGR/N7543: Maintain the relevant records concerning the warehouse operations	30	30	<b>5</b>
<b>(vi)</b>	AGR/N9903: Maintain health and safety at the workplace	05	25	<b>4</b>
<b>(vii)</b>	DGT/VSQ/N0103: Employability Skills (90 Hours)	90	00	<b>5</b>
	<b>Total</b>	<b>240</b>	<b>150</b>	
<b>OJT: 120 Hours</b>				

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### **SECTION 1 ASSESSMENT**

<b>21</b>	<b>Body/Bodies which will carry out assessment:</b> ASCI-affiliated assessment bodies. <ol style="list-style-type: none"><li>1. SHL India (Pvt.) Ltd</li><li>2. Trendsetters Skill Assessors Pvt Ltd</li><li>3. Mercer-Mettl</li><li>4. SP Institute of Workforce Development (SPIWD)</li><li>5. MSAG SI LLP</li></ol> More Assessment Agencies are being empanelled to cover a wider geographical area
<b>22</b>	<b>How will RPL assessment be managed and who will carry it out?</b> RPL will be based on the same approved Qualification Pack and Assessment Criteria mentioned in the Qualification Pack and will be carried out as per normal ASCI assessment process. The Training Partner or any other authority as prescribed by the Steering Committee will identify and counsel candidates eligible for RPL through mobilization camps and advertisements. The mobilized candidates can be counselled, oriented about the standardized NSQF framework and basis their existing competency will be mapped against the suitable level of the concerned Job role for assessments. The candidates enrolled will be assessed by the Assessment Agency affiliated with the Sector Skill Council on the basis of assessment criteria decided by Sector Skill Council (SSC). The candidate will need to pass in the minimum assessment criteria of a particular QP decided by the SSC. Successfully assessed candidates with a valid Aadhaar or alternate ID (as per process) will be eligible for QP-NOS based Certification.
<b>23</b>	<b>Describe the overall assessment strategy and specific arrangements which have been put in place to ensure that assessment is always valid, reliable and fair and show that these are in line with the requirements of the NSQF.</b> A robust technology enabled assessment methodology has been designed keeping in mind the geographical/Physical constraints and target segment which assess a trainee's knowledge and skill set through three methods: <ol style="list-style-type: none"><li>a. An offline Tablet based test through the use of Multiple Choice Text and Picture based questions in vernacular languages</li><li>b. Actual demonstration on the field</li><li>c. Viva</li></ol> <b>ASCI's assessment strategy:</b> <ul style="list-style-type: none"><li>● Question sets are developed as per the weightage of each NOS of the Qualification Pack.</li></ul>

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	<ul style="list-style-type: none"><li>● Assessment criteria for each Qualification Pack developed, in which each Performance criteria (PC) assigned marks based on NOS</li><li>● Question Bank is developed to assess the theoretical and practical knowledge. To ensure the quality, each trainees get different set of question</li><li>● Empanelment of subject matter expert as assessor primarily from the Industry to assess trainee specifically on practical skills as per Industry demands</li></ul> <p>Assessments are preferably conducted on tablets or pen or papers in regional languages according to the requirement.</p>
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Please attach most relevant and recent documents giving further information about assessment and/or RPL.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

### ASSESSMENT EVIDENCE

**Complete a grid for each component as listed in “Formal structure of the qualification” in the Summary.**

*NOTE: this grid can be replaced by any part of the qualification documentation which shows the same information – i.e. Learning Outcomes to be assessed, assessment criteria and the means of assessment.*

#### 24. Assessment evidences

**Title of Component:**

Outcomes to be assessed/ NOSs to be assessed	Assessment criteria for the outcome

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<b>Means of assessment 1</b>
<b>Pass/Fail</b>

NSQC Approved

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**Job Role:** Agri Warehouse Supervisor

**Qualification Pack:** AGR/Q7510, v2.0

**Sector Skill Council:** Agriculture Skill Council of India

### **Assessment Guidelines:**

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criterion.
6. To pass the Qualification Pack, every trainee should score a minimum of 70% of aggregate marks to successfully clear the assessment.

In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>AGR/N7540: Supervise the delivery and dispatch of agricultural produce</b>				
<i>Order the agricultural produce</i>	<b>9</b>	<b>14</b>	<b>-</b>	<b>10</b>
PC1. check the stock of agricultural produce in the warehouse and determine the requirement of ordering supplies	-	-	-	-
PC2. order the supply of agricultural produce from the relevant growers/ suppliers following the organizational procedure	-	-	-	-

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PC3. carry out appropriate documentation concerning the agricultural produce supply orders	-	-	-	-
<i>Coordinate the delivery of agricultural produce</i>	<b>10</b>	<b>15</b>	-	<b>9</b>
PC4. coordinate with the growers/ suppliers and logistics partners for the timely delivery of supplies to maintain the recommended inventory levels as per the organizational standards	-	-	-	-
PC5. check the agricultural produce at the time of delivery to ensure supply in the required quantity as per the order	-	-	-	-
PC6. ensure accurate weighing of the produce at the weighbridge	-	-	-	-
PC7. inspect the quality of supplies and identify the quality issues	-	-	-	-
PC8. coordinate with the growers/ suppliers to resolve the issues concerning the quantity and quality of produce	-	-	-	-
PC9. carry out appropriate documentation concerning the delivery of produce and issue the relevant receipt to the logistics partner	-	-	-	-
PC10. arrange for the produce to be stored under the appropriate conditions in the warehouse, e.g. appropriate temperature and humidity for perishable agricultural produce	-	-	-	-
PC11. ensure the warehouse is free from pests and diseases, instructing the warehouse workers to apply the recommended pesticides in an appropriate quantity, as required	-	-	-	-
PC12. follow the appropriate measures for efficient space utilization in the warehouse	-	-	-	-
<i>Coordinate the dispatch of agricultural produce</i>	<b>11</b>	<b>11</b>	-	<b>11</b>
PC13. determine the schedule for the dispatch of agricultural produce	-	-	-	-

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PC14. check and ensure the availability of adequate stock of agricultural produce for delivery to the relevant markets/buyers	-	-	-	-
PC15. check the stock to it meets the applicable quality standards and take the appropriate measures to resolve any issues concerning the quality of produce	-	-	-	-
PC16. ensure appropriate labelling/ tagging and packaging of produce and commodities	-	-	-	-
PC17. prepare the relevant paperwork for the dispatch of produce	-	-	-	-
PC18. arrange an appropriate mode of transport for the delivery of produce	-	-	-	-
PC19. coordinate with the logistics partners for the timely dispatch and delivery of produce	-	-	-	-
PC20. ensure appropriate arrangements to maintain the quality of produce during transit, e.g. use of a refrigerated vehicle for the delivery of perishable produce	-	-	-	-
PC21. follow the appropriate measures to deal with risks relevant to the transportation of produce, e.g. availing of transit insurance to deal with potential risks during transportation	-	-	-	-
PC22. maintain appropriate records concerning the dispatch of produce	-	-	-	-
<b>NOS Total</b>	<b>30</b>	<b>40</b>	<b>-</b>	<b>30</b>
<b>AGR/N7541: Maintain the optimum stock levels, produce and the warehouse</b>				
<i>Project the demand for agricultural produce</i>	<b>12</b>	<b>16</b>	<b>-</b>	<b>12</b>
PC1. analyze the sales and stock movement data	-	-	-	-
PC2. assess the relevant factors with an effect on meeting the demand for produce, e.g. internal order processing, distribution and delivery times, the capacity of logistics partners	-	-	-	-

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PC3. identify the need for various resources to meet the demand for produce	-	-	-	-
PC4. project the demand for produce during different seasons based on data analysis	-	-	-	-
PC5. determine the required inventory levels at different sales cycle stages	-	-	-	-
PC6. develop a contingency plan to deal with any emergencies to ensure minimum impact on the warehouse operations	-	-	-	-
<i>Maintain the optimum inventory levels</i>	<b>6</b>	<b>8</b>	-	<b>6</b>
PC7. calculate the appropriate safety stock level required to be maintained in the warehouse to mitigate the risks caused by uncertainties in supply and demand	-	-	-	-
PC8. check the stock and safety stock levels in the warehouse regularly to ensure adequate levels to meet the demand and effectively deal with the relevant risks	-	-	-	-
PC9. adjust the stock levels as required, documenting the changes as per the organizational procedures	-	-	-	-
<i>Ensure the maintenance of the produce and warehouse</i>	<b>12</b>	<b>16</b>	-	<b>12</b>
PC10. conduct regular inspections of the produce and warehouse	-	-	-	-
PC11. identify the damaged and deteriorating produce and instruct the relevant personnel to remove such produce	-	-	-	-
PC12. ensure cleanliness in the warehouse by directing the relevant personnel to undertake regular cleaning using the appropriate disinfectants	-	-	-	-
PC13. check for pest and disease infestation in the warehouse and instruct the warehouse personnel to apply the recommended pesticides using the appropriate Personal Protection Equipment (PPE)	-	-	-	-

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PC14. arrange for fumigation to be carried out in the warehouse as required	-	-	-	-
PC15. identify the repair and maintenance needs of the warehouse infrastructure, tools and equipment	-	-	-	-
PC16. direct the relevant personnel/ expert to undertake the required repair and maintenance	-	-	-	-
<b>NOS Total</b>	<b>30</b>	<b>40</b>	<b>-</b>	<b>30</b>
<b>AGR/N7542: Utilize the human resources and ensure the delivery of quality service</b>				
<i>Supervise the warehouse workers</i>	<b>8</b>	<b>9</b>	<b>-</b>	<b>9</b>
PC1. estimate the time and human resources required for different activities in the warehouse and allocate resources accordingly	-	-	-	-
PC2. allocate work to warehouse workers according to their job profiles and skills, specifying the work requirements and applicable quality parameters	-	-	-	-
PC3. plan the utilization of human resources appropriately, considering the applicable emergencies and unforeseen circumstances	-	-	-	-
PC4. prepare the work plan for warehouse workers, scheduling various warehouse tasks as per the priority	-	-	-	-
PC5. maintain the worker attendance records/ muster roll accurately recording their presence and absence	-	-	-	-
PC6. evaluate and approve the leave and time-off requests from workers	-	-	-	-
PC7. monitor the workers to ensure timely completion of relevant warehouse tasks	-	-	-	-
PC8. conduct regular meetings with the warehouse workers to identify and resolve their relevant concerns and conflicts	-	-	-	-
PC9. ensure the availability of appropriate tools, equipment and support for the warehouse	-	-	-	-

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workers to enable them to perform their duties effectively				
PC10. calculate the wages/salary payable to the warehouse workers according to the number of days worked and organizational policies	-	-	-	-
PC11. ensure timely payment of wages/salary to the warehouse workers	-	-	-	-
<i>Ensure appropriate training for warehouse workers</i>	<b>9</b>	<b>9</b>	-	<b>8</b>
PC12. determine the training requirements of the warehouse workers	-	-	-	-
PC13. arrange appropriate training programs for workers, ensuring minimum impact on the productivity and warehouse operations	-	-	-	-
PC14. conduct relevant training sessions and demonstrations for the warehouse workers as appropriate, e.g. the use of relevant tools and equipment, inventory management, record keeping, etc.	-	-	-	-
<i>Ensure adherence to the applicable quality standards</i>	<b>7</b>	<b>10</b>	-	<b>6</b>
PC15. ensure the warehouse workers perform their duties as per the applicable quality and delivery standards	-	-	-	-
PC16. identify quality lapses in warehouse operations and individual performance of workers, and take appropriate remedial measures, e.g. mentoring workers on how to meet quality standards	-	-	-	-
PC17. coordinate and manage the delivery of services and products to ensure adherence to the agreed timelines, quality standards and budgetary limits	-	-	-	-
PC18. ensure compliance with the applicable quality standards during the storage of produce in the warehouse	-	-	-	-
<i>Ensure quality services to clients</i>	<b>6</b>	<b>12</b>	-	<b>7</b>

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PC19. collect client feedback following the appropriate methods	-	-	-	-
PC20. analyze the client feedback to identify the areas of improvement in the warehouse services	-	-	-	-
PC21. coordinate with the relevant authorities/ individuals in the organization to implement appropriate quality improvements out of own limits of authority	-	-	-	-
PC22. maintain the relevant records manually and electronically as per the organizational procedures	-	-	-	-
<b>NOS Total</b>	<b>30</b>	<b>40</b>		<b>30</b>
<b>AGR/N7543: Maintain the relevant records concerning the warehouse operations</b>				
<i>Maintain the relevant warehouse records</i>	<b>13</b>	<b>18</b>	-	<b>13</b>
PC1. maintain records concerning the incoming, stored and outgoing stock, warehouse assets, expenditure and operations	-	-	-	-
PC2. ensure the accounting personnel maintain appropriate accounting records in compliance with the applicable regulations	-	-	-	-
PC3. use the appropriate computer software to maintain electronic records	-	-	-	-
PC4. evaluate the relevant records and documents to ensure they are complete, accurate and up-to-date	-	-	-	-
PC5. analyze the relevant records to evaluate the business performance and coordinate with the relevant authority/ personnel to take appropriate remedial measures, as required	-	-	-	-
PC6. ensure to conduct a regular review of warehouse records and documents as per the organizational policies	-	-	-	-
<i>Store the warehouse records safely</i>	<b>9</b>	<b>12</b>	-	<b>9</b>
PC7. select the appropriate storage to store critical organizational records, e.g.	-	-	-	-

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cupboard to store the warehouse records safely				
PC8. store the warehouse records safely, employing appropriate access controls to prevent unauthorized access	-	-	-	-
PC9. maintain the electronic backup of the critical records to protect against accidental damage or loss of physical documents	-	-	-	-
PC10. follow the organizational record retention policy and safely dispose of the relevant documents after the stipulated retention period	-	-	-	-
<i>Arrange for the audit of warehouse records</i>	<b>8</b>	<b>10</b>	-	<b>8</b>
PC11. arrange for the audit of organizational records to comply with the regulatory requirements	-	-	-	-
PC12. coordinate with the auditor for the audit of relevant records	-	-	-	-
PC13. implement the corrective actions recommended by the auditor	-	-	-	-
<b>NOS Total</b>	<b>30</b>	<b>40</b>	<b>-</b>	<b>30</b>
<b>AGR/N9903: Maintain health and safety at the workplace</b>				
<i>Maintain personal hygiene</i>	<b>10</b>	<b>5</b>	-	<b>10</b>
PC1. wash hands, legs and face with soap/alcohol-based sanitiser at reasonable intervals	-	-	-	-
PC2. wash the worn clothes with soap and sun-dry before use next time	-	-	-	-
PC3. ensure the face is covered with a mask or three layers of cloth-piece	-	-	-	-
PC4. follow the workplace sanitization norms including distancing from sick people	-	-	-	-
<i>Maintain a clean and safe workplace</i>	<b>15</b>	<b>15</b>	-	<b>15</b>
PC5. carry out basic safety checks before operation of all tools, implements, and machinery and report identified hazards to the supervisor	-	-	-	-

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PC6. wear appropriate personal protective equipment (PPE) while performing work in accordance with the workplace policy	-	-	-	-
PC7. follow the instructions mentioned on the labels of chemicals/pesticides/fumigants etc. to avoid hazards	-	-	-	-
PC8. assess risks prior to performing manual handling jobs, and work according to currently recommended safe practices	-	-	-	-
PC9. sanitize equipment, tools and machinery before and after use	-	-	-	-
PC10. use equipment and materials safely and correctly and return the same to designated storage after use	-	-	-	-
PC11. dispose waste safely and correctly in the designated area	-	-	-	-
PC12. recognize risks to bystanders and take the required action to reduce the risks	-	-	-	-
PC13. work in a manner that minimises environmental damage, ensuring all procedures and instructions for controlling risks are followed	-	-	-	-
PC14. report any accidents, incidents or problems without delay to an appropriate person and take	-	-	-	-
PC15. follow government / workplace advisories in case of outbreak of any disease/disaster	-	-	-	-
<i>Administer appropriate emergency procedures</i>	<b>15</b>	<b>5</b>	-	<b>10</b>
PC16. follow procedures for dealing with accidents, fires and emergencies, including communicating location and directions to the location of the emergency, as per the workplace requirements	-	-	-	-
PC17. use emergency equipment in accordance with the manufacturer's specifications and workplace requirements	-	-	-	-

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PC18. report provided treatment appropriate to the patient's injuries in accordance with recognized first aid techniques	-	-	-	-
PC19. recover (if practical), clean, inspect/test, refurbish, replace and store the first aid equipment as appropriate	-	-	-	-
PC20. report details of first aid administered in accordance with workplace procedures	-	-	-	-
<b>NOS Total</b>	<b>40</b>	<b>25</b>	<b>-</b>	<b>35</b>
<b>DGT/VSQ/N0103: Employability Skills – NOS (90 hours)</b>				
<i>Introduction to Employability Skills</i>	<b>1</b>	<b>1</b>	-	-
PC1. understand the significance of employability skills in meeting the current job market requirement and future of work.	-	-	-	-
PC2. identify and explore learning and employability relevant portals	-	-	-	-
PC3. research about the different industries, job market trends, latest skills required and the available opportunities.	-	-	-	-
<i>Constitutional values – Citizenship</i>	<b>1</b>	<b>1</b>	-	-
PC4. 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.	-	-	-	-
PC5. follow environmentally sustainable practices	-	-	-	-
<i>Becoming a Professional in the 21st Century</i>	<b>1</b>	<b>3</b>	-	-
PC6. recognize the significance of 21st Century Skills for employment	-	-	-	-
PC7. practice the 21st Century Skills such as Self-Awareness, Behavior Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn etc. in personal and professional life	-	-	-	-

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PC8. adopt a continuous learning mindset for personal and professional development	-	-	-	-
<i>Basic English Skills</i>	<b>3</b>	<b>4</b>	-	-
PC9. use basic English for everyday conversation in different contexts, in person and over the telephone	-	-	-	-
PC10. read and understand routine information, notes, instructions, mails, letters etc. written in English	-	-	-	-
PC11. write short messages, notes, letters, e-mails etc. in English	-	-	-	-
<i>Career Development &amp; Goal Setting</i>	<b>1</b>	<b>2</b>	-	-
PC12. identify career goals based on the skills, interests, knowledge, and personal attributes	-	-	-	-
PC13. prepare a career development plan with short- and long-term goals.	-	-	-	-
<i>Communication Skills</i>	<b>2</b>	<b>2</b>	-	-
PC14. follow verbal and non-verbal communication etiquette while communicating in professional and public settings	-	-	-	-
PC15. use active listening techniques for effective communication	-	-	-	-
PC16. communicate in writing using appropriate style and format based on formal or informal requirements	-	-	-	-
PC17. work collaboratively with others in a team	-	-	-	-
<i>Diversity &amp; Inclusion</i>	<b>1</b>	<b>1</b>	-	-
PC18. communicate and behave appropriately with all genders and PwD	-	-	-	-
PC19. escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-
<i>Financial and Legal Literacy</i>	<b>2</b>	<b>3</b>	-	-
PC20. identify and select reliable institutions for various financial products and services such as bank account, debit and credit cards, loans, insurance etc.	-	-	-	-

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PC21. carry out offline and online financial transactions, safely and securely, using various methods and check the entries in the passbook	-	-	-	-
PC22. identify common components of salary and compute income, expenses, taxes, investments etc.	-	-	-	-
PC23. identify relevant rights and laws and use legal aids to fight against legal exploitation				
<i>Essential Digital Skills</i>	<b>3</b>	<b>5</b>	-	-
PC24. operate digital devices and use their features and applications securely and safely	-	-	-	-
PC25. carry out basic internet operations by connecting to the internet safely and securely, using the mobile data or other available networks through Bluetooth, Wi-Fi, etc.	-	-	-	-
PC26. display responsible online behavior while using various social media platforms	-	-	-	-
PC27. create a personal email account, send and process received messages as per requirement	-	-	-	-
PC28. carry out basic procedures in documents, spreadsheets and presentations using respective and appropriate applications	-	-	-	-
PC29. utilize virtual collaboration tools to work effectively	-	-	-	-
<i>Entrepreneurship</i>	<b>2</b>	<b>3</b>	-	-
PC30. identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	-	-	-	-
PC31. develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	-	-	-	-
PC32. identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity	-	-	-	-
<i>Customer Service</i>	<b>1</b>	<b>2</b>	-	-

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PC33. identify different types of customers and ways to communicate with them	-	-	-	-
PC34 . identify and respond to customer requests and needs in a professional manner	-	-	-	-
PC35. use appropriate tools to collect customer feedback	-	-	-	-
PC36. follow appropriate hygiene and grooming standards	-	-	-	-
<i>Getting ready for apprenticeship &amp; Jobs</i>	<b>2</b>	<b>3</b>	-	-
PC37. create a professional Curriculum vitae (Résumé)	-	-	-	-
PC38. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	-	-	-	-
PC39. apply to identified job opening using offline /online methods as per requirement	-	-	-	-
PC40. answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
PC41. identify apprenticeship opportunities and register for it as per guidelines and requirements	-	-	-	-
<b>NOS Total</b>	<b>20</b>	<b>30</b>	-	-

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### SECTION 2

#### EVIDENCE OF LEVEL

#### OPTION B

Title/ Name of qualification/ component: Agri Warehouse Supervisor			Level: 5
NSQF Domain	NSQF Domain	NSQF Domain	NSQF Domain
Process	<ul style="list-style-type: none"><li>● Process of supervising the delivery and dispatch of agricultural produce</li><li>● Process of maintaining the optimum stock levels, produce and the warehouse</li><li>● Process of utilizing human resources and ensuring the delivery of quality service</li><li>● Process of maintaining the relevant records concerning the warehouse operations</li><li>● Process of maintaining health and safety at the workplace</li></ul>	An Agri Warehouse Supervisor is responsible for supervising and coordinating the activities of warehouse workers involved in the receipt, handling and dispatch of agricultural produce. The individual is responsible for monitoring and maintaining the optimum stock levels and ensuring efficient warehouse operations	5
Professional knowledge	<ul style="list-style-type: none"><li>● Know how to check the produce for the required quantity and quality at delivery.</li><li>● Understand the appropriate practices to be followed for efficient space utilization in the warehouse</li><li>● Knowledge of relevant pesticides to make the warehouse pest and disease free</li><li>● Understand the applicable packing, labelling and tagging requirements for the produce</li><li>● Know how to calculate the optimum stock levels</li></ul>	The job holder is expected to have knowledge of appropriate practices to be followed for efficient space utilization in the warehouse, relevant pesticides to make the warehouse pest and disease free, packing, labelling and tagging requirements for the produce, calculating the optimum stock levels, calculating the payable wages/salary.	5

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	<ul style="list-style-type: none"> <li>● Understand the importance and process of developing a contingency plan</li> <li>● Knowledge of relevant inventory management system and effective inventory management practices</li> <li>● Understand the benefits and process of carrying out fumigation</li> <li>● Know how to prepare a work plan and scheduling the relevant tasks</li> <li>● Understand the appropriate warehouse tools, equipment and support required for warehouse workers</li> <li>● Know how to calculate the payable wages/salary</li> <li>● Understand the importance of adhering to the applicable quality standards</li> <li>● Know different types of general and accounting records</li> <li>● Knowledge of appropriate information management computer software</li> <li>● Knowledge of reviewing organizational records</li> </ul>		
Professional skill	<ul style="list-style-type: none"> <li>● Check the stock of agricultural produce in the warehouse</li> <li>● Coordinate with the growers/ suppliers and logistics partners</li> <li>● Check the agricultural produce at the time of delivery</li> <li>● Inspect the quality of supplies and identify the quality issues</li> <li>● Arrange for the produce</li> </ul>	The job holder is expected to coordinate in checking the stock of agricultural produce, coordinate with the growers/ suppliers and logistics partners, checking the agricultural produce at the time of delivery, arrange for the produce, checking and ensuring the availability of adequate stock of agricultural produce, Determine the required inventory levels at different sales cycle stages.	5

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	<ul style="list-style-type: none"> <li>● Ensure the warehouse is free from pests and diseases</li> <li>● Check and ensure the availability of adequate stock of agricultural produce</li> <li>● Identify the need for various resources to meet the demand for produce</li> <li>● Determine the required inventory levels at different sales cycle stages</li> <li>● Check the stock and safety stock levels in the warehouse regularly</li> <li>● Arrange for fumigation to be carried out in the warehouse</li> <li>● Plan the utilization of human resources appropriately</li> <li>● Maintain the worker attendance records</li> <li>● Conduct regular meetings with the warehouse workers</li> </ul>		
Core Skills	<ul style="list-style-type: none"> <li>● Supervising the delivery and dispatch of agricultural produce</li> <li>● Ordering the produce after assessing the requirement</li> <li>● Maintaining the optimum stock levels and quality of stock in the warehouse</li> <li>● Maintaining the warehouse</li> <li>● Utilizing human resources and ensuring the delivery of quality service to clients</li> <li>● Training of warehouse workers</li> <li>● Maintaining the relevant records concerning the warehouse operations</li> <li>● Maintaining the health and safety of self and co-workers at the workplace</li> </ul>	The job holder is expected to supervise the delivery and dispatch of agricultural produce, order the produce after assessing the requirement, maintaining the optimum stock levels and quality of stock in the warehouse, utilize human resources and ensure the delivery of quality service to clients, maintaining the relevant records concerning the warehouse operations	5

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Responsibility	<ul style="list-style-type: none"><li>● Responsible to order the agricultural produce</li><li>● Responsible to coordinate the delivery of agricultural produce</li><li>● Responsible to coordinate the dispatch of agricultural produce</li><li>● Responsible to project the demand for agricultural produce</li><li>● Responsible for maintaining the optimum inventory levels</li><li>● Responsible to ensure the maintenance of the produce warehouse</li><li>● Responsible for supervising the warehouse workers</li><li>● Responsible to ensure appropriate training for warehouse workers</li><li>● Responsible to ensure adherence to the applicable quality standards</li><li>● Responsible to ensure quality services to clients</li><li>● Responsible to maintain the relevant warehouse records.</li><li>● Responsible to store the warehouse records safely</li><li>● Responsible to arrange for the audit of warehouse records</li></ul>	An Agri Warehouse Supervisor is responsible for supervising and coordinating the activities of warehouse workers involved in the receipt, handling and dispatch of agricultural produce. The individual is responsible for monitoring and maintaining the optimum stock levels and ensuring efficient warehouse operations.	5
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### SECTION 3

#### EVIDENCE OF NEED

<b>26</b>	<b>What evidence is there that the qualification is needed? What is the estimated uptake of this qualification and what is the basis of this estimate?</b>
<b>Basis</b>	
Need of the qualification	<p>While collecting data from the companies for the occupational map, we also took feedback from industry, training institutions which was collected with respect to roles for which qualification packs development, was to be prioritized. This was largely based on volume of people required, quantitative and qualitative shortfall which the industry feels they face. Governing council of ASCI and Occupational Standards Committee which comprises of experts &amp; senior leaders gave final approval and endorsement for the same.</p> <p>Supply chain loss in the post-harvest management of agri produce is one of the major determinants of the food problem in India. However, food wastage is not good for two main reasons: firstly, there may be a material loss in terms of energy protein and other nutrients; and secondly, there may be an economic loss in terms of the value of food. The major concern for fresh Agro Supply Chain Management is the post-harvest wastage. India, the world's second-largest fresh agro producer and one of the centers of origin of fresh agro produce, is also one of the biggest food wasters in the world—wasting lots of fresh agro produce (fruits and vegetables) every year. The challenge of feeding India's billion plus people is not really about agriculture and food production but getting the good quality food to the people at the right time. According to various studies and literature available, the most susceptible food category to a lack of cold storage is fruits and vegetables where annual wastage is very high. Controlling the levels of waste is beyond the capability of individual farmers or consumers. The problem is wider and involves various issues in the supply chain of fresh agro produce. The supply chain losses and wastage problems encountered in the agricultural products with special reference to perishable agro produce, i.e., fruits and vegetables.</p>
Industry Relevance	Validations have been received from Asirbadh Hospitality Private Limited, Shriram Bioseed Genetics, Empower Pragati, Sumitomo Chemical India Limited, ANS Tempcontrol Engineers Private Limited

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<p>Usage of the qualification</p>	<p>An NSQF-aligned training to the persons involved in grooming of <b>Agri Warehouse Supervisor</b> shall provide opportunities to the incumbents for horizontal and vertical career progression. Competency-based training shall imbibe professionalism in the job role. Being an important and ever-expanding job, the job role of Agri Warehouse Supervisor may well be included in the vocational education stream of school education.</p> <p>An industry-determined specification of performance sets out the skills, knowledge and attitudes required to operate effectively in employment.</p> <p>For employers, the <b>Agri Warehouse Supervisor</b> Qualification standards offer:</p> <ul style="list-style-type: none"> <li>● a means of assessing occupational competence objectively, including knowledge and understanding of the subject</li> <li>● a guide for job descriptions and recruitment requirements</li> <li>● a basis for staff appraisals</li> <li>● a systematic approach to analyzing training needs</li> <li>● an opportunity to improve overall company performance by developing a better-trained, better-equipped and more effective workforce.</li> </ul> <p>To employees and freelancers, the <b>Agri Warehouse Supervisor</b> Qualification standards provide:</p> <ul style="list-style-type: none"> <li>● a means for recognizing ability</li> <li>● a means for determining gaps in knowledge, experience and skills</li> <li>● an objective process for identifying training needs</li> <li>● performance indicators and a guide to effectiveness and efficiency.</li> </ul> <p>One of the most valuable uses of the occupational standards is in the assessment of a person's performance within a particular job. Because the standards are based on the industry's requirements for ability, skills and knowledge, they provide an objective and directly relevant measure for employers and employees alike.</p>			
	<p>The Qualification Pack shall also be helpful in conducting Recognition of Prior Learning of the Agri Warehouse Supervisor</p>			
<p>Estimated uptake</p>	<p>QP/Job Role Name</p>	<p>"States where Demand exist</p>	<p>"District where Demand exist</p>	<p>Projections for the next 3 years</p>
	<p>Agri Warehouse Supervisor</p>	<p>PAN INDIA</p>	<p>Various Districts</p>	<p>3000</p>

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27	<b>Recommendation from the concerned Line Ministry of the Government/Regulatory Body. To be supported by documentary evidences</b> In-process
28	<b>What steps were taken to ensure that the qualification(s) does (do) not duplicate already existing or planned qualifications in the NSQF? Give justification for presenting a duplicate qualification</b> This is the revised version of the already NSQC-approved QP of the Agri Warehouse Supervisor (NQR- 2019/AGR/ASCI/3262). The revision has been undertaken as the QP is going to expire soon.
29	<b>What arrangements are in place to monitor and review the qualification(s)? What data will be used and at what point will the qualification(s) be revised or updated? Specify the review process here</b> Any institution or individual is welcome to send the feedback, which is recorded and considered during next review cycle. Communication will be sent for any feedback to all the main stakeholders/users one month prior to the review of the qualifications pack. A formal review is scheduled in three years.

Please attach most relevant and recent documents giving further information about any of the topics above.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information

**SECTION 4**

**EVIDENCE OF PROGRESSION**

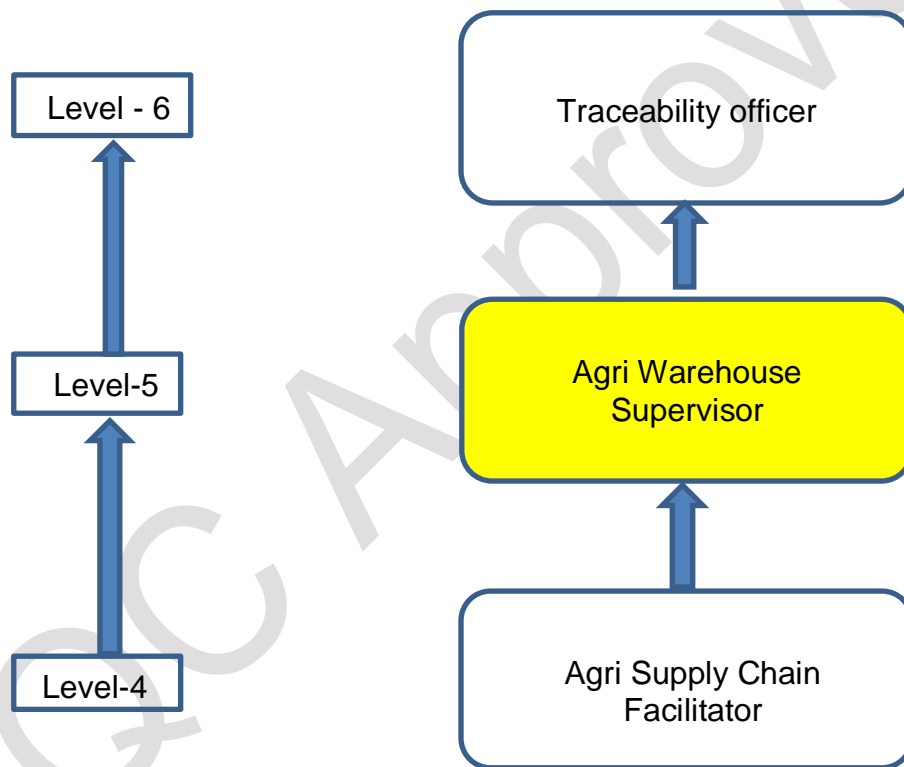
30

**What steps have been taken in the design of this or other qualifications to ensure that there is a clear path to other qualifications in this sector?**

***Show the career map here to reflect the clear progression***

Career path in the agriculture sector is generally in terms of activities done & ownership of responsibility because they are primarily self-wage employment/ entrepreneurship roles.

**Annexure 1: Career Map of Agri Warehouse Supervisor**



Please attach most relevant and recent documents giving further information about any of the topics above.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.