



QUALIFICATION FILE – Standalone NOS

Fundamentals of Baking

☒ Horizontal/Generic ☐ Vertical/Specialization

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

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

NCrF/NSQF Level: 4

Submitted By:

Food Industry Capacity and Skill Initiative (FICSI)

Shriram Bhartiya Kala Kendra (3rd Floor)

1, Copernicus Marg, New Delhi 110001

Phone: 9711260230

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Section 1: Basic Details

1.	NOS-Qualification Name	Fundamentals of Baking																
2.	Sector/s	Food Processing																
3.	Type of Qualification ☒ New ☐ Revised	NQR Code & version of the existing /previous qualification: (change to previous, once approved)	Qualification Name of the existing/previous version: (previous, once approved)															
4.	National Qualification Register (NQR) Code & Version (Will be issued after NSQC approval.)	NG-04-FI-045142025-V1-FICSI , 1.0	5. NCrF/NSQF Level:4															
6.	Brief Description of the Standalone NOS	This course equips learners with essential baking skills and entrepreneurial knowledge, enabling them to successfully start and manage a home-based bakery business.																
7.	Eligibility Criteria for Entry for a 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>Relevant Experience (with Specialization - if applicable)</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>12th grade pass or Equivalent</td> <td></td> </tr> <tr> <td>2.</td> <td>10th grade pass or Equivalent with</td> <td>3 years of relevant experience</td> </tr> <tr> <td>3.</td> <td>Previous relevant qualification of NSQF Level 3.5</td> <td>1.5 years' experience</td> </tr> <tr> <td>4.</td> <td>Previous relevant qualification of NSQF Level 3.0</td> <td>3 years' experience</td> </tr> </tbody> </table> b. Age : NA		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Relevant Experience (with Specialization - if applicable)	1.	12th grade pass or Equivalent		2.	10 th grade pass or Equivalent with	3 years of relevant experience	3.	Previous relevant qualification of NSQF Level 3.5	1.5 years' experience	4.	Previous relevant qualification of NSQF Level 3.0	3 years' experience
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3.	Previous relevant qualification of NSQF Level 3.5	1.5 years' experience																
4.	Previous relevant qualification of NSQF Level 3.0	3 years' experience																
8.	Credits Assigned to this NOS-Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	2	9. Common Cost Norm Category (I/II/III) (wherever applicable): I															
10.	Any Licensing Requirements for Undertaking Training on This Qualification (wherever applicable)																	

11. Training Duration by Modes of Training Delivery <i>(Specify Total Duration as per selected training delivery modes and as per requirement of the qualification)</i>	☒ Offline Only ☐ Online Only ☐ Blended <table border="1" data-bbox="947 305 1591 480"> <thead> <tr> <th>Training Delivery Mode</th> <th>Theory (Hours)</th> <th>Practical (Hours)</th> <th>Total (Hours)</th> </tr> </thead> <tbody> <tr> <td>Classroom (offline)</td> <td>20</td> <td>40</td> <td>60</td> </tr> <tr> <td>Online</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <i>(Refer Blended Learning Annexure for details)</i>	Training Delivery Mode	Theory (Hours)	Practical (Hours)	Total (Hours)	Classroom (offline)	20	40	60	Online			
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Theory (Marks)	Practical (Marks)	Project (Marks)	Viva (Marks)	Total (Marks)	Passing %age								
33	52		15	100									
13. Is the NOS Amenable to Persons with Disability	☐ Yes ☒ No If “Yes”, specify applicable type of Disability:												
14. Progression Path After Attaining the Qualification, wherever applicable <i>(Please show Professional and Academic progression)</i>													
15. How participation of women will be encouraged?	The inclusion of women in the workplace is important as there is an increase in the number of educated women. Despite progress in some areas, women still face significant challenges and barriers to their full participation in the workforce. This can be addressed by formulating policy measures on skilling, job creation, and support services. To increase the proportion of women in the workforce, various support measures like childcare facilities, close proximity to the workplace, safe transportation, gender acceleration plans and return to work (allowing women to re-join the workforce after motherhood) should be provided. Organizations should provide flexible work arrangements like part-time or remote work options. This not only helps the organization to retain talented women employees, but it also helps women to balance work and family responsibilities.												

16.	Other Indian languages in which the Qualification & Model Curriculum are being submitted	Hindi
17.	Is similar NOS available on NQR-if yes, justification for this qualification	☐ Yes ☒ No URLs of similar Qualifications:
18.	Name and Contact Details Submitting / Awarding Body SPOC (In case of CS or MS, provide details of both Lead AB & Supporting ABs)	Name: Mr. Sunil K Marwah Email: ceo@ficsi.in Website: https://www.ficsi.in/ Contact No.: 9711260230
19.	Final Approval Date by NSQC:07-10-2025	20. Validity Duration: 3 years 21. Next Review Date: 06-10-2028

Section 2: Training Related

1.	Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	B.Sc./B.Tech./BE in Food Technology/Food Science/ Food Engineering in Food Processing with 3 years of Bakery industry Experience and minimum 1 years training experience Food Processing OR Bachelors of Hotel Management with 3 years of Experience in Bakery and 1 years training experience Food Processing OR M.Sc./M.Tech./ME in Food Technology/Food Science/ Food Engineering in Food Processing with 2 years of Bakery industry Experience and minimum 1 years training experience Food Processing OR Masters of Hotel Management with 2 years of Experience in Bakery and minimum 1 years training experience Food Processing OR 1 year Diploma in Bakery and Confectionery with 5 year of Experience in the same domain and minimum 1 years training experience Food Processing
2.	Master Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	B.Sc./B.Tech./BE in Food Technology/Food Science/ Food Engineering in Food Processing with 5 years of Bakery industry Experience and minimum 1 years training experience Food Processing OR Bachelors of Hotel Management with 5 years of Experience in Bakery and 1 years training experience Food Processing

		OR M.Sc./M.Tech./ME in Food Technology/Food Science/ Food Engineering in Food Processing with 4 years of Bakery industry Experience and minimum 1 years training experience Food Processing OR Masters of Hotel Management with 4 years of Experience in Bakery and minimum 1 years training experience Food Processing OR 1 year Diploma in Bakery and Confectionery with 10 year of Experience in the same domain and minimum 1 years training experience Food Processing
3.	Tools and Equipment Required for the Training	☐ Yes ☒ No (If “Yes”, details to be provided in Annexure)
4.	In Case of Revised NOS, details of Any Upskilling Required for Trainer	

Section 3: Assessment Related

1.	Assessor’s Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	B.Sc./B.Tech./BE in Food Technology/Food Science/ Food Engineering in Food Processing with 4 years of Bakery industry Experience and minimum 1 years training experience Food Processing OR Bachelors of Hotel Management with 4 years of Experience in Bakery and 1 years training experience Food Processing OR M.Sc./M.Tech./ME in Food Technology/Food Science/ Food Engineering in Food Processing with 3 years of Bakery industry Experience and minimum 1 years training experience Food Processing OR Masters of Hotel Management with 3 years of Experience in Bakery and minimum 1 years training experience Food Processing OR 1 year Diploma in Bakery and Confectionery with 5 year of Experience in the same domain and minimum 1 years training experience Food Processing
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2.	Proctor's Qualification and experience in relevant sector (in years) <i>(as per NCVET guidelines), (wherever applicable)</i>	Graduate/Diploma in Bakery & Confectionery / Culinary Arts with 3 years industry and 3 years Bakery Production / Food Processing
3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) <i>(as per NCVET guidelines)</i>	B.Sc./B.Tech./BE in Food Technology/Food Science/ Food Engineering in Food Processing with 6 years of Bakery industry Experience and minimum 1 years training experience Food Processing OR Bachelors of Hotel Management with 6 years of Experience in Bakery and 1 years training experience Food Processing OR M.Sc./M.Tech./ME in Food Technology/Food Science/ Food Engineering in Food Processing with 5 years of Bakery industry Experience and minimum 1 years training experience Food Processing OR Masters of Hotel Management with 5 years of Experience in Bakery and minimum 1 years training experience Food Processing OR 1 year Diploma in Bakery and Confectionery with 10 year of Experience in the same domain and minimum 1 years training experience Food Processing
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 4: Evidence of the Need for the Standalone NOS

Provide Annexure/Supporting documents name.

1.	Government /Industry initiatives/ requirement (Yes/No):
2.	Number of Industry validation provided: 30
3.	Estimated number of people to be trained: 500

4.	Evidence of Concurrence/Consultation with Line/State Departments (In case of regulated sectors): (Yes/No): Yes If “No”, why:
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Section 5: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

1.	Annexure: NCrf/NSQF level justification based on NCrf/NSQF descriptors <i>(Mandatory)</i>	<i>Attached</i>
2.	Annexure: List of tools and equipment relevant for NOS <i>(Mandatory, except in case of online course)</i>	<i>Attached</i>
3.	Annexure: Performance and Assessment Criteria <i>(Mandatory)</i>	<i>Attached</i>
4.	Annexure: Assessment Strategy <i>(Mandatory)</i>	<i>Attached</i>
5.	Annexure: Blended Learning <i>(Mandatory, in case selected Mode of delivery is Blended Learning)</i>	<i>Filled</i>
6.	Annexure: Acronym and Glossary <i>(Optional)</i>	<i>Attached</i>
7.	Annexure/Supporting Document: Standalone NOS- Performance Criteria Details Annexure/Document with PC-wise detailing as per NOS format (Mandatory- Public view)	<i>Attached</i>
8.	Supporting Document: Model Curriculum <i>(Mandatory – Public view)</i>	<i>Attached</i>

Annexure 1: Evidence of Level

NCrF/NSQF Level Descriptors	Key requirements of the job role/ outcome of the qualification	How the job role/ outcomes relate to the NCrF/NSQF level descriptor	NCrF/NSQF Level
Professional Theoretical Knowledge/Process	The individual functions as a home-based bakery entrepreneur, operating in familiar and structured settings to independently manage tasks such as preparing raw materials, using standard tools and equipment, following set recipes, measuring ingredients, preparing dough/batter, baking with time-temperature precision, and packaging products—executing all responsibilities through established procedures without the need for complex decision-making	At NSQF Level 4, individuals are expected to apply a sound understanding of leadership and entrepreneurship concepts to manage and operate a home-based bakery business effectively, with the ability to make informed decisions, plan production, and engage with customers	4
Professional and Technical Skills/ Expertise/ Professional Knowledge	The entrepreneur is expected to possess practical knowledge of key	The individual demonstrates factual understanding of a defined field of knowledge (bakery entrepreneurship),	4

	baking ingredients (such as flour, yeast, eggs, etc.), fundamental baking techniques, temperature and time control, machine operations, and hygiene practices. They should also be familiar with a variety of bakery products including bread, cakes, muffins, biscuits, and cookies, and demonstrate awareness of basic food safety and quality standards essential for running a home-based bakery business.	including ingredients, equipment usage, and operational aspects of running a home-based bakery unit.	
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	The individual must recall and demonstrate practical skills in routine and repetitive entrepreneurial tasks such as organizing ingredients, preparing product batches, managing basic inventory, handling orders, and maintaining cleanliness.	The individual consistently performs repetitive tasks within a limited scope of entrepreneurial activities. The required skills are practical, procedural, and based on predefined guidelines.	4

	These tasks are carried out using standard processes and tools with limited variation or innovation.		
Broad Learning Outcomes/Core Skill	The individual communicates effectively using simple oral and written language for routine tasks. They use basic arithmetic for measurements and time control, maintain hygiene, follow food safety norms, and interact with customers or vendors when required.	The individual demonstrates Level 4 core skills including basic communication, record-keeping, and arithmetic, which support consistent and effective performance in routine bakery operations.	4
Responsibility	- Responsibilities include following baking recipes, ensuring cleanliness in the workspace, checking the stock of raw materials, and carefully handling equipment and tools. - This role does not involve supervising staff or making decisions regarding team performance.	The individual is responsible for their own assigned tasks and ongoing learning. They work under supervision and are not accountable for managing others.	4

Annexure 2: Tools and Equipment (lab set-up)

List of Tools and Equipment

Batch Size: 30

Sl.No.	Tool / Equipment Name	Specifications	Quantity for specified batch size
1	Instructor work table	Length- 90 inches , Breadth - 32 inches , Height - 35 inches	1 no
		Black marble top, with 3 plug points on the table	
		Table on caster wheels	
2	Students work tables	Length- 72 inches , Breadth - 26 inches , Height - 35 inches	15 nos
		Black marble top, with 3 plug points on the table	
		Table on caster wheels	
3	Dish rack	SS body, 4 shelves, with mesh shelves, 80 cms X 30 cms X 70 cms	2 nos
4	Dry store rack	SS body, 4 tiers, number of shelves 4 , load per tier - 50 kg	1 no.
5	Deck Oven	2 deck oven with 4 tray capacity in each tray, Electrical	1 no
		Digital display with self cleaning option	
		On wheels	
6	Convection oven	4 tray, Electrical	2 no.
		Digital display with self cleaning option	
		On wheels	

7	Floor mounted Dough sheeter	0.75 Kw, SS Body, with safety panels and on wheels, no attachments	1 no.
		370 W motor, 0.5 mm to 5.5 mm thickness	
8	Proofer		2 No.s
9	Double Door Refrigerator	Capacity 600 ltrs	2 nos.
10	Freezer (-10C--20C)	Capacity 1200 ltrs	1 no.
11	Spiral Mixer (40 kg)		1 nos
12	Table top planetary mixers	Bowl capacity - 8 ltrs & 20 L, 3 standard attachments	2nos (8 lit) + 2 nos(20lit)
13	Table top induction units	1800 Watt induction cook top	5 nos
14	Weighing scales	Capacity 10 kg, with 2 gm increment	5 nos.
		29X13X10 cms	
15	Microwave ovens	20 ltr capacity, 220V, no convection, no grill	2 nos.
16	Turntables	360 Degree Smooth Rotating Fiber Cake Stand , 12inch (30 Cm)	30 nos
17	Palette knives	10 inch- blade length, 1 inch blade width. Stainless steel blade, plastic handle,	30 nos
18	Baking trays	Aluminium baking trays with moulded edges. 18 inches X 26 inches	60 nos
19	Stainless steel bowls	Capacity 4 ltr- 30 nos	150 nos
		Capacity 1 ltr- 60 nos	
		Capacity 100 mls - 60 nos	

20	Whisks	SS , 25 cms length, heavy gauge wires	30 nos
21	Scissors	Kitchen scissors,heavy duty	30 nos
22	Offset knives	10 inch- blade length, 1 inch blade width. Stainless steel blade, plastic handle,	30nos
23	All purpose spoons	Stainless steel	50 nos
23	Silicon spatulas	Single body, no joints	50 nos
24	Silicon mats	18 inches X 26 inches	50 nos
25	Presentation plates		60 nos.
26	Induction pots	Capacity - 2 ltr	60 nos.
27	Platform trolley	Stainless steel body	1 no.
28	Flour bin	SS body, on castors, capacity 75 kg	
29	Sugar bin	SS body, on castors, capacity 75 kg	
40	Star Nozzle		
41	Palette Knife 8 inch		
42	Meringue plain nozzle		
43	Cake Comb		
44	Thermometer		
45	Balloon Whisk		
46	Weighing Scale (Upto 500 g) 3 Nos.		
47	Weighing Scale (Upto 5 kg) 4 Nos.		

48	Weighing Scale (Upto 20 kg) 2 Nos.		
51	Hand Mixers (for small experimental batches) (2)		
52	Labelling Machine (2)		
53	Sealing Machine (1)		
54	Desktop or Laptop with printer		
55	Rapid Moisture Analyzer (for moisture analysis if products are sold outside canteen)		
56	Hand Blenders		
57	Fire Extinguisher		
58	Scrappers		
59	Mixing bowls of various sizes for ingredients weighing		
60	Measuring Spoons		
61	Measuring Cups		
62	Silicon Spatula		
63	Parchment Paper		
64	Butter Paper		
65	Silicon Baking Sheets		
66	Cake Tins		
67	Brownie Trays		

68	Muffin Moulds		
69	Muffin paper liners		
70	Swiss Roll Trays		
71	Ring Moulds for Burger Buns		
72	Cookie Cutter		
73	Pie Dish with loose bottom		
74	Loose Bottom Dish for Cheese cake and Mousse		
75	Pizza Cutters		
76	12 inch Ruler		
77	24 inch Ruler		
78	Piping Nozzle Sets		
79	Turn Table		
80	Cake Board		
81	Plastic Bags		
82	Cake Box		
83	Wrapping Paper		
84	Scissors		
85	Serrated Knife		
86	Chef Knife		
87	Chopper and Emulsion Blender		

88	Thin Blade Knife		
89	Palette Knife		
90	Bread Tins with lid		
91	Pizza Ring Moulds, 8 inch		
92	Fiber Chopping Boards		
93	Rolling Pins Fiber		
94	Rolling Pins Wooden		
95	Khari Cutter (Tailor made)		
96	Croissant Cutter		
97	Cooking Pots and Pans		
98	Storage bins for major and minor ingredients such as floor sugar 75kg each		
99	Storage bins for FG transporting or trays		
100	Work-stations		
101	Marble Table		
102	Storage Racks (Next to Oven)		
103	Taping Unit		
104	Metallized Pouches		
105	Shrink Wrap Unit		
106	Foil Rollers		

107	Display Cuttlery and Crockery		
108	Paint Brushes		
109	Air Brushing Kit		
110	Spray Bottles		
111	Silicon Mats for Macarons		
112	Sugar Craft Modeling Tools		
113	Dowel Rods		
114	Pizza Screen		
115	Styrofoam cake dummies		
116	Mixer Grinder		
117	Bullet Mixers		
118	Apron		
119	Product presentation Plates		

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Whiteboard
2. Projector
3. Computer/Laptop
4. Chairs
5. Tables
6. Whiteboard marker

Annexure: Industry Validations Summary

S. No.	Organisation Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID
1	Love Baked Right	Hitangi Brahmhatt	Founder	505, Bhagyodaya Tower-2, Pashabhai Park, Race Course Circle, Vadodara - 390007	9909634636	hitangibrahmbhatt@gmail.com
2	Muskan Bakery	Sanjeev Arora	Owner	R-10/28, sec 10, Rajnagar, Ghaziabad	9212330112	
3	Full Stop Bakery	Ajay / Seema	Owners	H102, Sanjay Nagar, Sector – 23, Ghaziabad	9910479652	
4	Dessert Speak	Nupur Bhargava	Founder	11021,ATS Advantage, Ahinsa Khand,Indirapuram, Ghaziabad	9911744685	dspbynb@gmail.com
5	Muskan (Icecream)	Nitish Kharbanda	Director	A1, 346, Swadeshi Compund, Kavi Nagar Industrial Area, Ghaziabad	9958845150	Muskanicecreams@gmail.com
6	Bangla Pastry Shop	Ramesh Chand Tyagi	Co owner	J-22, Sec 23, Sanjay Nagar, Raj Nagar, Ghaziabad	9810336515	
7	Café 7 Hues	Pooja Dhankar	Director	Dwarka, Delhi	9871491232	poojadhankar@gmail.com
8	Vastika Natural Agri Fed Farmer Producer Company Limited	Reeta Murmu	CEO	Sahibganj, Jharkhand	7479849220	reetamurmu@gmail.com
9	Pragatisheel Agri Fed Producer	Shyamnandan Kumar	Chairman	Gaya, Bihar	9006377936	fpotekari@yahoo.com
10	Navikiran Agri Fed Producer	Kumar Amar	CEO	Gaya, Bihar	7631689644	fpogaya@yahoo.com
11	Maa Shital Krishi Fed Producer	Vikash Anand	CEO	Nalanda, Bihar	6205863990	vikash434242@gmail.com
12	Maa Aasha Krishi Fed	Tripuram Kumar	CEO	Nalanda, Bihar	7250005942	tripurari803101@gmail.com
13	Jeevanbij Agri Fed Producer	Ravikant Kumar	CEO	Gaya, Bihar	9431281050	fposher@yahoo.com
14	Ghat Jamni Tapuwa Natural Fed	Bamdeo kumar Dan	CEO	Sahibganj, Jharkhand	9905552681	bamdeo88@gmail.com
15	Flagship Agri Fed	Nagendra Kumar	CEO	Gaya, Bihar	9386227851	paraiyauandco@gmail.com

16	Dudhnath Dham Natural Agri Fed	Ranjeet Kumar	CEO	Sahibganj, Jharkhand	9772648150	ranjeetj8150@gmail.com
17	Devi Jara Krishi Fed Producer	Amit Kumar	CEO	Nalanda, Bihar	9241537567	amitbhiharsharif2@gmail.com
18	Bind Krishi Fed	Amarjeet Kumar	CEO	Nalanda, Bihar	9576954587	-
19	Badi Math Krish Fed Producer	Rabish Kumar	CEO	Nalanda, Bihar	8298794373	rabishk314@gmail.com
20	Achharatit Farmer Producer	Deepesh Kr. Chuhan	Director	Utraura, Distt. Unnao, UP	6392086545	infor@organics4u.farm
21	Sajna Baha Natural AgriFed Farmer Pridge Company Ltd	Anup Murmu	CEO	Talihari Sahibganj	9835323254	sajnabaha@gmail.com
22	Motijharna	Reema Murmu	CEO	Talijharna, Sahibganj	8987437679	talijharnafed@gmail.com
23	Ekta Kitchen	Ekta Chitkara	Owner	Vaishali, GZB and Madhu Vihar, Delhi	8800865961	srishtichitkara7@gmail.com
24	Bhutani Store	Animesh	Store Keeper	JS-1, Sector – 23, Sanjay Nagar, Ghaziabad	9643013797	
25	Dvaja Naturals	Kaja Saritha	Director	537 GHA/374, Sri Nagar, Mohibullahpur, Lucknow -226021, Uttar Pradesh	7780232880	dvajanaturals@gmail.com
26	organics4U	Deepak Kumar	Director	SS 1914, Kanpur Road, Sector H, L DA Colony. Lucknow, Uttar Pradesh, 226012.	6392086545	info@organics4u.farm
27	Srihar Naturals	Ananda	Chairman	Sahibganj, Jharkhand	6299729125	anandasbg123@gmail.com
28	Kalakriti	Nitendra Vikram Kaushik	Secretary	Latehar Jharkhand	7033164845	kalakritingo@gmail.com
29	Back to Roots	Deepesh Kr Chauhan	Operations Manager	Lucknow, Uttar Pradesh	7522002433	deepshkr.chauhan@gmail.com
30	Vickey Enterprises	Vickey Kumar Sharma	Proprietor	Ranchi, Jharkhand	9910464747	vickeyk8888@gmail.com

Annexure: Training Details

Training Projections:

Year	Estimated Training # of Total Candidates	Estimated training # of Women	Estimated training # of People with Disability
2025-2026	100	50	
2026-2027	150	100	
2027-2028	250	170	

Data to be provided year-wise for next 3 years.

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 NOS	List Recommended Tools – for all Selected Components	Offline: Online Ratio
1	☒ Theory/ Lectures - Imparting theoretical and conceptual knowledge	LCD, Projector, Laptop, MSOffice Suite, Flipchart, whiteboard, Markers, wi-fi connectivity	
2	☒ Imparting Soft Skills, Life Skills and Employability Skills /Mentorship to Learners	LCD, Projector, Laptop, MSOffice Suite, Flipchart, whiteboard, Markers, wi-fi connectivity	
3	☒ Showing Practical Demonstrations to the learners	LCD, Projector, Laptop, MSOffice Suite, various tools and software, computer camera, computer speakers, wi-fi connectivity	
4	☒ Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training	Computer systems for all students, printers, wi-fi connectivity	
5	☐ Tutorials/ Assignments/ Drill/ Practice	Learning management system	
6	☒ Proctored Monitoring/ Assessment/ Evaluation/ Examinations	Online assessment portals, tablet for each student	

7	☐ On the Job Training (OJT)/ Project Work Internship/ Candidate Training	Access to industry partner in relevant field	
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Annexure: Standalone NOS- Performance Criteria details

1. Description

This NOS unit focuses on imparting practical knowledge and entrepreneurial skills to individuals aiming to start and operate a bakery from home. It covers baking various products, ensuring hygiene, product decoration, packaging, costing, and basic marketing for small-scale bakery operations.

2. Scope

The scope covers the following.

- Apply baking principles, hygiene and safety practices
- Prepare a variety of baked goods
- Decorate and present bakery products
- Package, label, and store baked products
- Manage costing, marketing, and customer satisfaction

3. Elements and Performance Criteria

Apply baking principles, hygiene, and safety practices

To be competent, the user/individual on the job must be able to.

PC1. identify and describe the role of key baking ingredients such as flour, sugar, fat, eggs, leavening agents, and substitutes.

PC2. select appropriate tools and equipment (oven types, trays, spatulas, mixers, piping bags, etc.) for different bakery items.

PC3. demonstrate personal hygiene practices, including handwashing, hair covering, and apron usage.

PC4. clean and sanitize all work surfaces and tools before and after baking.

PC5. ensure waste is disposed of hygienically and bins are covered and regularly emptied.

PC6. follow safety precautions to avoid burns, electrical hazards, and contamination.

Prepare for a variety of baked goods

To be competent, the user/individual on the job must be able to.

PC7. identify the required ingredients and equipment as per the standard recipe for different bakery items

PC8. measure ingredients accurately using standard measuring tools (cups, spoons, digital scales).

PC9. use correct mixing techniques (creaming, folding, rubbing) based on the product requirement.

PC10. bake cookies including butter, coconut, oatmeal, millet-based, and gluten-free variants.

PC11. prepare laminated dough and shape it into different types of puffs (veg, paneer, cheese, egg).

PC12. bake muffins and cupcakes with proper mixing, portioning, and baking time.

PC13. prepare sponge, pound, and dry cakes using proper baking temperature and method.

PC14. check for doneness of baked goods using appropriate tools (skewers, visual texture cues).

PC15. record baking outcomes and take notes on any variations or issues faced.

Decorate and present bakery products

To be competent, the user/individual on the job must be able to.

PC16. prepare various types of frosting, including buttercream, whipped cream, and chocolate ganache.

PC17. use piping tools to apply basic decorations on cupcakes and cakes.

PC18. use molds and cutters to enhance product shapes and designs.

PC19. present bakery items attractively using decorative packaging or plating techniques.

PC20. incorporate basic festive or theme-based decorations into the product presentation.

Package, label, and store baked products

To be competent, the user/individual on the job must be able to.

PC21. choose appropriate eco-friendly packaging materials (paper, laminated boards, insulated boxes, Bagasse or Areca boxes) based on product type and shelf life requirements

PC22. label products with details like ingredients, manufacturing date, expiry, and pricing as per FSSAI norms

PC23. seal and store cookies, cakes, and puffs using storage methods that preserve freshness and texture

PC24. follow recommended storage conditions (room temperature, refrigeration) for various items

PC25. track inventory of packaged goods to avoid spoilage and manage stock efficiently.

PC26. inspect packaging integrity before dispatch or sale to ensure the product is tamper-proof, presentable, and meets quality standards.

Manage costing, marketing, and customer satisfaction

To be competent, the user/individual on the job must be able to.

PC27. calculate the cost of ingredients and estimate profit margins for different products.

PC28. set appropriate selling prices considering raw material cost, labor, packaging, and overheads.

PC29. promote bakery items using simple marketing tools like WhatsApp, Instagram, and local WhatsApp groups.

PC30. interact politely with customers, take feedback, and adapt offerings to customer needs.

PC31. maintain a record of orders, customer preferences, and repeat customers for future engagement.

PC32. apply basic strategies to manage time, multitask, and plan production in advance.

PC33. troubleshoot common baking issues (e.g., undercooked center, collapsing cakes, flat cookies) and make corrections.

Knowledge and Understanding (KU)

The individual on the job needs to know and understand.

KU1. baking science—functions of ingredients, temperature control, and mixing methods

KU2. importance of food safety, hygiene, and sanitization in a home bakery

KU3. different measuring tools and its use in the process

KU4. techniques for baking cookies, cakes, muffins, puffs, and eggless products

KU5. pre-heating requirements for different items

KU6. temperature requirement of the oven for baking different items

KU7. frosting types, decoration tools, and creative presentation ideas

KU8. appropriate packaging and labelling norms

KU9. basic costing, pricing, and bookkeeping for small business

KU10. methods of promoting products using digital tools and word-of-mouth

KU11. how to take feedback and improve customer service

KU12. common baking problems and simple troubleshooting tips

Generic Skills (GS)

User/individual on the job needs to know how to.

GS1. communicate effectively with customers

GS2. measure quantities and calculate costs accurately

GS3. innovate and market products

GS3. plan and prioritize various tasks

GS4. be always punctual and courteous

GS5. organize all process/equipment manuals to access information easily

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Annexure: Assessment Criteria

Detailed PC-wise assessment criteria and assessment marks for the NOS are as follows:

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Apply baking principles, hygiene, and safety practices</i>	6	8	0	2
To be competent, the user/individual on the job must be able to.				
PC1. identify and describe the role of key baking ingredients such as flour, sugar, fat, eggs, leavening agents, and substitutes.	1	2		1
PC2. select appropriate tools and equipment (oven types, trays, spatulas, mixers, piping bags, etc.) for different bakery items.	1	1		0
PC3. demonstrate personal hygiene practices, including handwashing, hair covering, and apron usage.	1	1		1
PC4. clean and sanitize all work surfaces and tools before and after baking.	1	2		0
PC5. ensure waste is disposed of hygienically and bins are covered and regularly emptied.	1	1		0
PC6. follow safety precautions to avoid burns, electrical hazards, and contamination.	1	1		0
<i>Prepare for a variety of baked goods</i>	9	18	0	6
To be competent, the user/individual on the job must be able to.				

PC7. identify the required ingredients and equipment as per the standard recipe for different bakery items	1	2		0
PC8. measure ingredients accurately using standard measuring tools (cups, spoons, digital scales).	1	2		0
PC9. use correct mixing techniques (creaming, folding, rubbing) based on the product requirement.	1	2		1
PC10. bake cookies including butter, coconut, oatmeal, millet-based, and gluten-free variants.	1	2		1
PC11. prepare laminated dough and shape it into different types of puffs (veg, paneer, cheese, egg).	1	2		1
PC12. bake muffins and cupcakes with proper mixing, portioning, and baking time.	1	2		1
PC13. prepare sponge, pound, and dry cakes using proper baking temperature and method.	1	2		1
PC14. check for doneness of baked goods using appropriate tools (skewers, visual texture cues).	1	2		1
PC15. record baking outcomes and take notes on any variations or issues faced.	1	2		0
<i>Decorate and present bakery products</i>	5	10	0	2
To be competent, the user/individual on the job must be able to.				
PC16. prepare various types of frosting, including buttercream, whipped cream, and chocolate ganache.	1	2		1
PC17. use piping tools to apply basic decorations on cupcakes and cakes.	1	2		0
PC18. use molds and cutters to enhance product shapes and designs.	1	2		1

PC19. present bakery items attractively using decorative packaging or plating techniques.	1	2		0
PC20. incorporate basic festive or theme-based decorations into the product presentation.	1	2		0
<i>Package, label, and store baked products</i>	6	9	0	4
To be competent, the user/individual on the job must be able to.				
PC21. choose appropriate eco-friendly packaging materials (paper, laminated boards, insulated boxes, Bagasse or Areca boxes) based on product type and shelf life requirements	1	1		1
PC22. label products with details like ingredients, manufacturing date, expiry, and pricing as per FSSAI norms	1	2		1
PC23. seal and store cookies, cakes, and puffs using storage methods that preserve freshness and texture	1	1		0
PC24. follow recommended storage conditions (room temperature, refrigeration) for various items	1	2		1
PC25. track inventory of packaged goods to avoid spoilage and manage stock efficiently.	1	1		0
PC26. inspect packaging integrity before dispatch or sale to ensure the product is tamper-proof, presentable, and meets quality standards.	1	2		1
<i>Manage costing, marketing, and customer satisfaction</i>	7	7	0	1
To be competent, the user/individual on the job must be able to.				
PC27. calculate the cost of ingredients and estimate profit margins for different products.	1	2		1
PC28. set appropriate selling prices considering raw material cost, labor, packaging, and overheads.	1	1		0

PC29. promote bakery items using simple marketing tools like WhatsApp, Instagram, and local WhatsApp groups.	1	1		0
PC30. interact politely with customers, take feedback, and adapt offerings to customer needs.	1	1		0
PC31. maintain a record of orders, customer preferences, and repeat customers for future engagement.	1	1		0
PC32. apply basic strategies to manage time, multitask, and plan production in advance.	1	0		0
PC33. troubleshoot common baking issues (e.g., undercooked center, collapsing cakes, flat cookies) and make corrections.	1	1		0
NOS Total	33	52	0	15

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.

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

Annexure: Acronym and Glossary

Acronym

Acronym	Description
AA	Assessment Agency
AB	Awarding Body
NCrF	National Credit Framework
NOS	National Occupational Standard(s)
NQR	National Qualification Register
NSQF	National Skills Qualifications Framework

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.