



QUALIFICATION FILE

Junior Beauty Therapist

☒ Short Term Training (STT) ☐ Long Term Training (LTT) ☐ Apprenticeship
☐ Upskilling ☐ Dual/Flexi Qualification ☒ For ToT ☒ For ToA

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

NCrF/NSQF Level: 3

Submitted By:

Beauty & Wellness Sector Skill Council

Tel number(s): 011 –
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Section 1: Basic Details

1.	Qualification Name	Junior Beauty Therapist	
2.	Sector/s	Beauty & Wellness	
3.	Type of Qualification: ☐ New ☒ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing/previous qualification: <i>(change to previous, onc'/je approved)</i> NQR Code: 2022/BW/BWSSC/06575 Version: 4.0	Qualification Name of existing/previous version: Assistant Beauty Therapist
4.	a. OEM Name b. Qualification Name <i>(Wherever applicable)</i>	NA	
5.	National Qualification Register (NQR) Code &Version <i>(Will be issued after NSQC approval)</i>	NQR Code: QG-03-BW-06575-2025-V2-BWSSC Version: 5.0	6. NCrf/NSQF Level: 3
7.	Award (Certificate/Diploma/Advance Diploma/ Any Other <i>(Wherever applicable specify multiple entry/exits also & provide details in annexure)</i>	Certificate	
8.	Brief Description of the Qualification	A Junior Beauty Therapist needs to be aware of basic beauty therapy, basic hair styling, basic make-up, and pedicure and manicure services maintaining health, hygiene and safety at the workplace. The job holder needs to be knowledgeable about various beauty products, tools and equipment. The person needs to assist the senior therapists/ stylists for various services in the salon.	

9.	Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience: <table border="1" data-bbox="961 235 1906 657"> <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>Grade 10</td> <td></td> </tr> <tr> <td>2</td> <td>8th grade pass</td> <td>3-year relevant experience in beauty industry</td> </tr> <tr> <td>3</td> <td>Previous relevant qualification of NSQF Level 2</td> <td>3-year relevant experience in beauty industry</td> </tr> <tr> <td>b. 4</td> <td>Previous relevant qualification of NSQF Level 2.5</td> <td>1.5-year relevant experience in beauty industry</td> </tr> </tbody> </table> Age: 16 years						S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)	1	Grade 10		2	8 th grade pass	3-year relevant experience in beauty industry	3	Previous relevant qualification of NSQF Level 2	3-year relevant experience in beauty industry	b. 4	Previous relevant qualification of NSQF Level 2.5	1.5-year relevant experience in beauty industry			
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b. 4	Previous relevant qualification of NSQF Level 2.5	1.5-year relevant experience in beauty industry																							
10.	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	15		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" data-bbox="892 1039 1921 1291"> <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>130</td> <td>260</td> <td>60</td> <td>-</td> <td>450</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)	130	260	60	-	450	Online					
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Classroom (offline)	130	260	60	-	450																				
Online																									
14.	Aligned to NCO/ISCO Code/s (if no code is available mention the same)	NCO-2015/5142.0101																							

15.	Progression path after attaining the qualification (Please show Professional and Academic progression)	Vertical Progression (Beauty Therapist- level 4) Horizontal Progression Junior Nail Technician; Assistant Beauty & Wellness Consultant; Assistant Cosmetologist (Level-3)	
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: Deaf	
19.	How Participation of Women will be Encouraged	In the various job roles of beauty and wellness industry, women participation is 65%. This job role falls in to the same category and thus promote women's participation.	
20.	Are Greening/ Environment Sustainability Aspects Covered (Specify the NOS/Module which covers it)	☒ Yes ☐ No Prepare and maintain work area- BWS/N9001	
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. Monica Bahl Email: ceo@bwssc.in Contact No.: 011 – 40342940/42/44/45 Website: https://www.bwssc.in/	
23.	Final Approval Date by On File Approval: 18-11-2025	24. Validity Duration: 3 years	25. Next Review Date: 18-11-2028

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/ NSQF 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.	Prepare and maintain work area	BWS/N9001 V4.0	Non-Core	3	1	10	20	-	-	30	30	70	-	-	100	10
2.	Provide basic skin care services	BWS/N0101 V5.0	Core	3	2	20	40	-	-	60	28	72	-	-	100	10
3.	Operate and apply electrical/ electronic equipment for facial beauty services safely and effectively	BWS/N0128 V6.0	Core	4	2	20	40	-	-	60	23	77	-	-	100	20
4.	Carry out basic hair removal services	BWS/N0102 V5.0	Core	3	1	10	20	-	-	30	28	72	-	-	100	10
5.	Perform simple make-up services	BWS/N0125 V5.0	Core	3	1	10	20	-	-	30	22	78	-	-	100	10

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/ Non-Core	NCrF/ NSQF 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)
6.	Provide simple hair dressing and root touch-up services	BWS/N0126 V5.0	Core	3	1	10	20	-	-	30	31	69	-	-	100	10
7.	Provide manicure and pedicure services	BWS/N0401 V9.0	Core	3	1	10	20	-	-	30	40	60	-	-	100	10
8.	Carry out application of simple mehndi designs and nail art	BWS/N0418 V2.0	Core	3	1	10	20	-	-	30	40	60	-	-	100	5
9.	Maintain health and safety at the workplace	BWS/N9002 V4.0	Non-Core	3	1	10	20	-	-	30	33	67	-	-	100	5
10.	Create a positive impression at the workplace	BWS/N9003 V4.0	Non-Core	3	1	10	20	-	-	30	36	64	-	-	100	5
11.	Employability Skills	DGT/VSQ/N0101 V1.0	Non-Core	2	1	10	20	-	-	30	20	30	-	-	50	5
12.	On-the-Job Training (Mandatory)				2	0	0	60	-	60	-	-	-	-	-	-
Duration (in Hours) / Total Marks					15	130	260	60	-	450	331	719	-	-	1050	100

Assessment - Minimum Qualifying PercentagePlease 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: 50 % (Every Trainee should score specified minimum passing percentage in each mandatory and selected elective NOS/Module to successfully clear the assessment.)

Section 3: Training Related

1.	Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	10th pass with Diploma in Beauty or Cosmetology with 2 years of relevant industry experience and 1 year of training experience
2.	Master Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	Graduate with 5 years' experience; in Beauty Therapy (min 2 years as a trainer)
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	

Section 4: Assessment Related

1.	Assessor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	12th pass with Advance Diploma (Diploma should be minimum of 6 months period) in Beauty or Cosmetology with 3 years of relevant industry experience and 2 years of assessment experience
2.	Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	NA

3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	NA
4.	Assessment Mode (Specify the assessment mode)	Offline
5.	Tools and Equipment Required for Assessment	☒ Same as for training ☐ Yes ☐ No (details to be provided in Annexure-if it is different for Assessment)

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): Yes
3.	Government /Industry initiatives/ requirement (Yes/No): Yes
4.	Number of Industry validation provided: 24
5.	Estimated nos. of persons to be trained and employed: 500/year
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: Yes If "No", why:

Section 6: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

1.	Annexure: NCrf/NSQF level justification based on NCrf level/NSQF descriptors (Mandatory)	Annexure 1
2.	Annexure: List of tools and equipment relevant for qualification (Mandatory, except in case of online course)	Annexure 2
3.	Annexure: Detailed Assessment Criteria (Mandatory)	Annexure 6
4.	Annexure: Assessment Strategy (Mandatory)	Annexure 7

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

Annexure: 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	Work in familiar, predictable, routine, situation of clear choice: Limited range of activities: • identify and select suitable equipment and products required for the respective services • set up the equipment and prepare the products for services in adherence to the salon procedures and product/ equipment guidelines • place and organize the products in a trolley or area convenient and efficient for service delivery • clean the skin, free it of all traces of make-up, by using suitable deep cleansing techniques sterilize, disinfect and place the tools on the tray as per organisational standards using	As mentioned in the various performance criteria, a junior beauty therapist works in a limited range of activities and follows routine and works in a predictable manner by identifying and selecting suitable equipment and products required for the respective services The equipment set up and preparation of the products for services is in adherence to the salon procedures and product/ equipment guidelines The person sterilizes, disinfect and place the tools on the tray as per organisational standards using recommended solutions and conditions, and also files routine reports and feedback. Hence, NSQF Level is 3	3

	recommended solutions and conditions • dispose waste materials safely and hygienically as per organizational standards • maintain first aid kit and keep oneself updated on the first aid procedures • accurately maintain accident reports • use appropriate language, tone and gestures while interacting with clients from different cultural and religious backgrounds, age, disabilities and gender		
Professional and Technical Skills/ Expertise/ Professional Knowledge	Basic facts, processes and principles: • types of products, materials and equipment required for the respective services • hygiene, health and safety requirements in the organization • process and products to sterilize and disinfect equipment/ tools • customer service principles including privacy and protection to modesty of the customers • manufacturer's instructions related to equipment and product use and cleaning	A junior beauty therapist needs to know basic facts, processes and principles in trade of employment like the types of products, materials and equipment required for hygiene, health and safety requirements in the organization, process and products to sterilize and disinfect equipment/ tools, customer service principles including privacy and protection to modesty of the customers, manufacturer's instructions related to equipment and product use and cleaning, salon's standards related to courtesy, behavior and efficiency, and kinds of work issues that may arise and reporting structure. Hence, NSQF Level is 3	3

	• salon's standards related to courtesy, behavior and efficiency • kinds of work issues that may arise and reporting structure Principles, processes and general concepts, in a field of work or study • plan and manage work routine based on salon procedure • plan own development in line with feedback given from supervisor, co-workers and clients • explain the concept of assumptions and how they impact decisions, actions and consequences • importance of using products economically and as per manufacturer's instructions		
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	Recall and demonstrate practical skill: • identify and select suitable equipment and products required for the respective services • decide on course of action by recalling organisational policy, procedures and service standards identify, plan and schedule tasks related to own work, to	A junior beauty therapist is able to recall and demonstrate practical skill, routine and repetitive in narrow range of application like identifying and selecting suitable equipment and products required for the respective services; deciding on course of action by recalling organisational policy, procedures and service standards; identifying, planning and scheduling tasks related to own work, to achieve standards of personal presentations expected in a	3

	achieve standards of personal presentations expected in a professional set-up • plan and manage work routine based on salon procedure • plan own development in line with feedback given from supervisor, co- workers and clients • explain the concept of assumptions and how they impact decisions, actions and consequences	professional set-up; planning and managing work routine based on salon procedure; planning own development in line with feedback given from supervisor, co- workers and clients; and explaining the concept of assumptions and how they impact decisions, actions and consequences. Hence, NSQF Level is 3	
Broad Learning Outcomes/Core Skill	Communication, written and oral ability: • ability to speak, read and write in the local vernacular language and English • file routine reports and feedback • appropriate verbal and non-verbal cues while dealing with clients from different cultural, religious backgrounds, age, disabilities and gender • environmental conditions required and expected for carrying out services and importance of maintaining these • read policy and procedure documents, guidelines and memos in English to interpret the gist correctly • read simple emails, instructions, advertisements, brochures,	Junior Beauty Therapist is able to use language to communicate written and oral, with minimum required clarity, and requires a basic understanding of social and natural environment like the ability to speak, read and write in the local vernacular language and English; file routine reports and feedback; using appropriate verbal and non- verbal cues while dealing with clients from different cultural, religious backgrounds, age, disabilities and gender; reading policy and procedure documents, guidelines and memos in English to interpret the gist correctly; reading simple emails, instructions, advertisements, brochures, manufacturer's labels, forms, formats and other common documents accurately; writing appointments, names, addresses, simple emails, messages, and applications in English	3

	manufacturer's labels, forms, formats and other common documents accurately • write appointments, names, addresses, simple emails, messages, and applications in English accurately	accurately; writing an accident or incident report accurately in English; listening to and follow short, straightforward explanations and instructions in English; introducing oneself and one's role to customers and visitors, in English and the local languages; and speaking or communicating with reasonable ease in structured situations and short conversations on familiar topics as basic arithmetic and algebraic principles and personal banking. Hence NSQF Level is 3	
Responsibility	Some responsibility for own work within defined limit: • ensure that ambient conditions are suitable for the client and the service procedures to be carried outline a hygiene and safe environment • set up the equipment and prepare the products for services in adherence to the salon procedures and product/ equipment guidelines • prepare sterilisation solution as per organizational standards using approved products and as per manufacturer's instructions • prepare products for application, by mixing the	As mentioned in the various performance criteria mentioned in the previous cell, a junior beauty therapist works under close supervision and demonstrates responsibility for own work within defined limit by ability to speak, read and write in the local vernacular language and English; files routine reports and feedback; uses appropriate verbal and non-verbal cues while dealing with clients from different cultural, religious backgrounds, age, disabilities, gender and environmental conditions required and expected for carrying out services; reads policy and procedure documents, guidelines and memos in English to interpret the gist correctly; writes appointments, names, addresses, simple emails, messages, and applications in English accurately; introduces oneself and one's role to	3

	ingredients in the correct proportions as per manufacturer instructions and organisation standards and place for ease of use by the nail technician • adhere to the health and safety standards laid out by the manufacturer and organization • perform and adapt the services using materials, equipment and techniques correctly and safely to meet the needs of the client as per professional and organisational standards • complete the service to the satisfaction of the client in a commercially acceptable time, as per organisation standards and client expectations Under close supervision: • where customer is not satisfied with service take actions to resolve matter to customer satisfaction or apologies for the same and refer to supervisor • promptly refer problems that cannot be solved to the relevant superior for action	customers and visitors, in English and the local language; speaks or communicates with reasonable ease in structured situations and short conversations on familiar topics like basic arithmetic and algebraic principles and personal banking; resolves matter to customer satisfaction or apologies for the same and refers to supervisor; reports to supervisor immediately in case there are any work issues; organizes tasks based on instructions from supervisor or manager in order to complete them on time in order of stated priority; and acts in line with organizational policies, procedures, supervisor/manager instructions, rules and guidelines to contribute towards resolution of the problem in a timely and safe manner, within limits of authority. Hence, NSQF Level is 3	
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	• take appropriate and approved actions in line with instructions and guidelines • report to supervisor immediately in case there are any work issues • organize tasks based on instructions from supervisor or manager in order to complete them on time in order of stated priority • act in line with organizational policies, procedures, supervisor/manager instructions, rules and guidelines to contribute towards resolution of the problem in a timely and safe manner, within limits of authority.		
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Annexure: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment

Batch Size: 30

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
1	Anatomy and Physiology Charts	Eqpt Nos	2
2	First Aid Kit	Eqpt Nos	2
3	Fire Extinguishers	Eqpt Nos	2
4	Sterilizers	Eqpt Nos	1
5	Hot Cabinets	Eqpt Nos	2
6	Waste Disposal Bins	Eqpt Nos	6
7	Therapy Bed	Eqpt Nos	2
8	Stool/Chair	Eqpt Nos	10
9	Trolley	Eqpt Nos	15
10	Bowls	types	8
11	Comedone Extractor	types	10
12	Face Steamer	Eqpt Nos	5
13	Pack Brush	Packets	15
14	Mehndi	kg	5
15	Mehndi Cone	each	1
16	Mehndi Oil	mL	500
17	Manicure Chair and Pedicure chair	Eqpt Nos	4
18	Manicure Brush	types	6
19	Nail Cutter	packets	4
20	Cuticle Pusher	packets	6
21	Cuticle Nipper	Eqpt Nos	15
22	Nail Filer	types	18

23	Foot Scrapper	types	10
24	Emery Board	packets	5
25	Pumice Stone	types	5
26	Toe Separator	pairs	30
27	Pedicure Brush	types	4
28	Make-up Chair	Eqpt Nos	4
29	Mirrors	Eqpt Nos	4
30	Foundations	complete sets	2
31	Concealer	complete sets	2
32	Powder	complete sets	2
33	Blusher	complete sets	2
34	Eye Shadow	complete sets	2
35	Mascara	complete sets	2
36	Eye Pencil	complete sets	2
37	Liquid Liner	complete sets	2
38	Lip Liner	complete sets	2
39	Lipstick	complete sets	2
40	Lip-Gloss	complete sets	2
41	Applicators	types	8
42	Headband	types	7
43	Large Towel/Client Couch	types	8
44	Cotton Wool	bundle	6
45	Magnifying Lamp	Eqpt Nos	3
46	Facial Tissues	bundles	15
47	Hand Sanitizer	liters	1
48	Masks	bundles	6
49	Disposable Aprons	types	18
50	Wax Heater	Eqpt Nos	8
51	Waxing Strips	packets	10
52	Hot & Cold Wax	kg	6
53	Disposable PPE	each	1
54	Machines (EMS/ Lymphatic Drainage Unit/ High-Frequency/ Galvanic/ Micro-Current) and all	Eqpt Nos	1

	Relevant Leads and Electrodes		
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Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Computer
2. Projector
3. Duster
4. Marker/Pen
5. Handbooks/Booklets
6. White Board

Annexure: Industry Validations Summary

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

S. No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID	LinkedIn Profile (if available)
1	Arise & Shine 7-star makeover	Chander Kanta (Shalu) Chaudhary	CEO	Gangotri bldg., shop No.1, Plot No. 9/10, sector 21, Opp. SBI Bank, Khandeshwar, Navi Mumbai - 410209	9920685058	7starmakeover@gmail.com	
2	Studio11 pro-academy	L. Shashidhar	Business head	3rd Floor above vijetha super market 13, Laxmi Nagar Colony	7337048847	shashidhar@studio11proacademy.com	

				Gundlapochampalli, Kompally, Hyderabad, Telangana 500100			
3	Glizz gurukulam pvt. Ltd.	Bhargav Gokani	Honorary Director	Jyotinagar main road Masoom school, near akashwani chowk, university road, Rajkot 360005	7096450888	Glizzgurukulam8@gmail.com	
4	Radiance aesthetic academy	Brijesha Chauhan	Founder	408, green palladia Opp. Raj world shopping, Palanpurgam, Adajan, Surat- 395009	8432949494	radianceaestheticacademy@gmail.com	
5	The colorist professional makeup academy	Ramyaj	Proprietor	AP-827, new no, 103,G- Block, 2 nd street, 11 th main road, anna nagar west, Chennai-600040	882567934	ramsuri84@gmail.com	
6	Safron Institute	Mr. Atul B. Sharma	Director	Safron Square, 12/6, Mathura road, NH-2, Faridabad-121003	9205985140	director@saddroninstitute.in	
7	Lee's International Beauty and Spa Institute	Ms. Leena Khandekar	Founder & Director	42/9, Kalpana tarang, flat No. 101, next to kalmadi house, Opp. Ranka jewellers, erandwane, karve road,Pune -411004	9822333382	leespa@gmail.com	
8	Haryana institute of information technology	Mr. Ankit Zandu	Director	Hartron building near aggarsain chowk, ADJ, Ambala, Hisar Flyover, 134003	9996669962	info@hiitambala.com	
9	Anoo's electrolysis & obesity (P) Ltd.	Nalini Thota	Principal	3 rd and 4 th floors, sai plaza, red rose café lane, panjagutta main	9959616119	school@anoos.com	

				road, somajiguda, Hyderabad-82			
10	Leaders school of fashion & beauty	Drishya VV	Marketing Manager	1 st floor, emad tower, fort rd, Kannur, kerala 670001	7994607173	Drishya.leaders@gmail.com	
11	Yours herbal parlour and training center	Mrs. Shalini Arora	Master Trainer		9990798983	Shaliniarora1970@gmail.com	
12	Indian Intitute of cosmetology trichology & nutrition Pvt. Ltd.	Rudra Jaitly	Chief Executive Officer	Unit no. 201, 2 nd floor, shree nityanand CHS It, shri nityanand Nagar- 1, Andheri East Mumbai-400069	9820000030	ceo@iictn.org	
13	Tricos International Institute of beauty and hair	Dhaval Bhatti	Marketing head		9137336767	TRICOSINTERNATIONAL@GMAIL.COM	
14	Sai Beauty Parlour	Mrs. Asha Rani	Trainer	27/826 DDA flat madangir phushp vihar Ambedkar nagar near by mcd school	8527443819	Asharani22881@gmail.com	
15	Look Beauty Parlour and Academy	Mrs. Heena Rani	Trainer	117, Gali Number 6, Block A, New Delhi 110094	9873420484	Hrani3440@gmail.com	
16	Shanaz Beauty Studio	Mrs. Jayashri	Trainer		9804335636	Jayasreesarkar1983@gmail.com	
17	Sai beauty parlour	Mrs. Beena	Trainer	Old bus stand, salon	7876172380	Saibeena.skills@gmail.com	

18	3 layers foundation	Mr. Hardev singh arora	Founder		9821065676	3layersfoundation@gmail.com	
19	Taj makeover & academy	Mrs. Manmeet Kaur	Trainer	RZD-1/302, street no. 5, Mahavir enclave, near sulabh international school, new dekhi-110045	7042522563	Manu.skills75@gmail.com	
20	Sarada makeup & beauty academy	Mrs. Jharna Sur	Trainer	Contai, pichaboni maa shitala market complex, west Bengal, 721455	7908923601	Surjharna20@gmail.com	
21	Newlook salon and academy	Mrs. meenu Mishra	Trainer	c-211, gali no-8, block c bhjanpura main market, Delhi -110054	8750802733	Mishramanju.skills@gmail.com	
22	Priya beauty parlour and academy	Mrs. Priya Jaiswal	Trainer	Kaimur (Bhabhua), Bihar	9304411583	Pj0485523@gmail.com	
23	Bipasha ladie's beauty parlour & makeover	Mrs. Sutapa Pal	Training Partner	Malancha road near Swadhin club Kharagpur west Bengal, 721301	8116780679	Pal.sutapa.in@gmail.com	
24	Livart Beauty Academy	Stephy Sebastian Vadakara	Academy Head	Madukappilly Tower Pathadipalam, edappally, P.O. Kalamassery, Kochi Kerala, Pin- 682024	9633211151	connect@livart.co.in	

Annexure: Training & Employment Details

Training and Employment Projections:

Year	Total Candidates		Women		People with Disability	
	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities

2025-26	2000	1400	950	560	NA	NA
2026-27	3500	2450	1500	980	NA	NA
2027-28	4700	3290	2500	1645	NA	NA

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
Assistant beauty therapist V4.0	2023-24	57334	54486	54272	NA	30650	24550	24020	NA	NA	NA	NA	NA
	2024-25	55477	49402	49120	NA	28750	24750	24154	NA	NA	NA	NA	NA

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
2. DDUGKY
3. SANKALP

Content availability for previous versions of qualifications:

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

Languages in which Content is available: English and Hindi

Annexure: Blended Learning

Blended Learning Estimated Ratio & Recommended Tools:

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

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

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

Annexure: Detailed Assessment Criteria

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

NOS/Module Name	Assessment Criteria for Performance Criteria/Learning Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
BWS/N9001	Prepare and maintain work area	30	70	-	-

Prepare & maintain work area	PC1. ensure that ambient conditions are suitable for the client and the service procedures to be carried out in a hygienic, safe and disinfected environment such as using air purifiers to reduce dust, dander, smoke, allergens & odour resulting in a healthier, fresher & cleaner environment, restructuring the workplace set-up, by keeping a minimum distance of 2 meters in between two clientele, practicing social distancing by avoiding handshakes/ hugs to coworkers/ clientele, etc.	2	6	-	-
	PC2. identify and select suitable equipment and products required for the respective services/ session	2	5	-	-
	PC3. set up the area for services/ session in adherence to the organizational/ beauty salon/ centre's guidelines	2	5	-	-
	PC4. place disposable towels, glasses for water, tea/ coffee and other items/ tools/ equipment's (applicable if any) in area convenient for efficient service/ session delivery	2	5	-	-
	PC5. prepare sterilisation solution as per organizational/ salon standards using approved products and as per manufacturer's instructions	2	5	-	-
	PC6. sterilize, disinfect the area as per organizational standards using recommended solutions and conditions	2	6	-	-
	PC7. dispose waste materials in adherence to the industry requirements; waste materials such as disposable linen, disposable head bands, disposable gowns, disposable apron, disposable face mask, disposable gloves, etc.	2	5	-	-
	PC8. identify ways to optimize usage of material including water in various tasks/activities/processes	2	5	-	-
	PC9. check for spills/leakages occurred while providing services	2	4	-	-
	PC10. identify and segregate recyclable, nonrecyclable and hazardous waste generated in separate bin	2	4	-	-
	PC11. store the unused disposable material properly in a dedicated area; material such as disposable masks, gloves, etc.	2	4	-	-

	PC12. ensure electrical equipment and appliances are switched off when not in use	2	4	-	-
	PC13. store records, materials and equipment securely in line with the policies	2	4	-	-
	PC14. conduct awareness program (such as for Covid19) for the employees and display posters/ signage's promoting regular hand-washing and respiratory hygiene in the premises	2	4	-	-
	PC15. set up and promote digital modes of payment to lessen any kind of cross infection	2	4	-	-
	Total Marks	30	70	-	-
BWS/N0101 Provide basic skin care services	Provide basic skin care services	28	72	-	-
	PC1. comply with health and safety standards and processes laid out by manufacturer and organization and based on client needs	1	4	-	-
	PC2. carry out basic facial care / face clean-up process using the tools and materials and as per process laid down by the organization; such as cleansing, exfoliating, toning, moisturising, sunscreen, etc. Facial categories: skin lightening, radiance, anti-tan, hydration, oil control, harmonizing for sensitive skin, etc.	2	4	-	-
	PC3. ask relevant and effective questions to check and establish the client's understanding and expectation prior to commencement and clarify doubts, if any	1	4	-	-
	PC4. clean the skin, free it of all traces of make-up, by using suitable deep cleansing techniques; such as gel, oil, cream, pore strips, masks, steam, vacuum suction, etc.	1	4	-	-
	PC5. use an exfoliation technique suitable for the client's skin type and skin condition; skin type: Normal, oily, dry, combination, sensitive and exfoliation techniques: Mechanical exfoliation, chemical peels, retinols, enzymes and peptides	2	5	-	-

	PC6. use a suitable skin warming technique relevant to the client's needs safely; skin warming techniques such as: Hot towel, steam, masks	2	4	-	-
	PC7. use a steamer following manufacturers instructions in a safe manner	1	4	-	-
	PC8. position the steam at a safe and effective distance away from the face of the client	1	4	-	-
	PC9. carry out any necessary extraction, when required as per standard procedure	2	5	-	-
	PC10. apply applicable mask procedures evenly and neatly, ensuring that the area to be treated is covered evenly and sufficiently	2	5	-	-
	PC11. remove masks after the recommended time frame has elapsed using approved methods, without discomforting the customer	1	5	-	-
	PC12. carry out cleaning of the application area to ensure skin is left clean, toned and suitably moisturized, using suitable products and as per standard procedures	1	4	-	-
	PC13. provide specific after-process advice to the client pertaining to actions that may help maintain and protect the skin from damage, as part of the service experience	2	4	-	-
	PC14. ensure the work area is kept clean and tidy during the service	1	2	-	-
	PC15. dispose waste materials as per organisational standards in a safe and hygienic manner	1	2	-	-
	PC16. record details of the procedure accurately as per organisational policy and approved practice	2	3	-	-
	PC17. store information securely in line with the salons policies	2	3	-	-
	PC18. ask questions to check with the client their satisfaction with the finished result	1	3	-	-
	PC19. thank customer for feedback post-service, where customer is not satisfied with service take actions to resolve matter to customer satisfaction or apologise for the same and refer to supervisor	2	3	-	-

	Total Marks	28	72	-	-
BWS/N0128 Operate and apply electrical/electronic equipment for facial beauty services safely and effectively	Prepare equipment	8	32	-	-
	PC1. adhere to the health and safety standards laid out by the manufacturer and salon	0.5	1.5	-	-
	PC2. - identify various electrical/electronic machine equipment for beauty services correctly (Equipment: Brush Machine/Brush Unit, Facial Steamer (Vapour Zone), High frequency, Galvanic (Iontophoresis, Deincrustation), Faradic, Vacuum suction, Microcurrent, Electro-muscle Stimulator, Lymphatic Drainage Equipment, Microdermabrasion, Ultra-sonic, advance machine facials such as direct high frequency, indirect high frequency, galvanic, etc.)	0.5	1.5	-	-
	PC3. select the correct machine and accessories as per the service plan	0.5	1.5	-	-
	PC4. check the machine for damage, faults and risks before operating, if detected take necessary action as per organisation approved procedures and ensure safety	1	2	-	-
	PC5. ensure all component and parts of the machine are available, clean and ready for use	-	2	-	-
	PC6. attach and assemble the accessories/parts following manufacturers instructions	0.5	1.5	-	-
	PC7. ensure there are no bare or trailing wires	-	2	-	-
	PC8. ensure the machine is calibrated and approved for usage	1	2	-	-
	PC9. ensure the environment is safe and suitable for equipment operation	-	2	-	-
	PC10. sterilise, sanitise and disinfect tools and machine parts as per requirements and organisation standard using various methods: heat or chemical methods, bactericides, fungicides, viricides, UV cabinet for storage only.	1	2	-	-
	PC11. assemble and organise products and accessories related to the respective service and keep ready for use	0.5	2.5	-	-

	PC12. prepare yourself, the client and work area for shampoo and conditioning services Yourself: Sanitize the hands prior to service commencement, personal protective equipment, remove jewellery, etc. Client: provide suitable protective apparel, remove jewellery, etc. work area: no obstructions, equipment in clean and working condition, tools and equipment in correct position, etc	0.5	1.5	-	-
	PC13. identify contra-indications and respective necessary actions	0.5	1.5	-	-
	PC14. position self and equipment in relation to client and each other, safely and in a manner to operate the equipment effectively	0.5	2.5	-	-
	PC15. define a suitable service procedure plan to meet the clients needs	1	2	-	-
	PC16. ensure the service plan is as per skin type, skin condition and client needs	-	2	-	-
	PC17. ensure the service plan	-	2	-	-
	Operate the equipment	2	7	-	-
	PC18. select and prepare suitable skin care products to meet the clients needs in line with the client service plan	1	2	-	-
	PC19. ensure the dials are at zero and mains are off	-	2	-	-
	PC20. switch on the mains and operate the equipment at low intensity to test the equipment	0.5	1.5	-	-
	PC21. switch off the machine if any malfunction is noticed and report to concerned personnel	0.5	1.5	-	-
	Use the equipment for facial beauty services	8.5	26.5	-	-
	PC22. clarify the client's understanding and expectation prior to commencement of procedure	1	2	-	-
	PC23. explain the sensation, temperature and other sensory experiences the client is likely to experience in order to prepare them for it	1	3	-	-
	PC24. adjust the clients position to meet the needs of the service without causing them discomfort	0.5	2.5	-	-

	PC25. check the clients comfort and wellbeing throughout the service and adapt procedures to ensure the same, reassure the client with necessary information and positive comments as required	0.5	2.5	-	-
	PC26. operate the equipment as per manufacturers instructions in line with service procedure requirements	1	2	-	-
	PC27. apply products as per service plan and in line with procedural guidelines of the manufacturer and organisation standards	1	3	-	-
	PC28. ensure correct techniques are used for movement	1	2	-	-
	PC29. ensure the right parameters as per manufacturers instructions, organisation and safety standards are maintained and followed during application	0.5	1.5	-	-
	PC30. complete the procedure to the satisfaction of the client in a commercially acceptable time and as per organisational standards	0.5	2.5	-	-
	PC31. identify contra-actions and necessary subsequent action	0.5	1.5	-	-
	PC32. ensure the work area is kept clean and tidy during the service	-	2	-	-
	PC33. provide specific after-procedure, homecare advice and recommendations for product use and further treatments to the client	1	2	-	-
	Post-procedure activities	4.5	11.5	-	-
	PC34. clean and dismantle the machine as per organisation standards after service	0.5	2.5	-	-
	PC35. ensure electrodes are cleaned, handled and stored as per manufacturers instructions	0.5	1.5	-	-
	PC36. store equipment as per manufacturers instruction and keep ready for next service	0.5	1.5	-	-
	PC37. record details of the procedure accurately as per organisational policy and approved practice	1	1	-	-
	PC38. store information securely in line with the salons policies	0.5	1.5	-	-

BWS/N0102 Carry out basic hair removal services	PC39. ask questions to check with the client their satisfaction with the finished result	1	2	-	-
	PC40. thank customer for feedback post-service, where customer is not satisfied with service take actions to resolve matter to customer satisfaction or apologise for the same and refer to supervisor	0.5	1.5	-	-
	Total Marks	23	77	-	-
	Perform waxing services	13	32	-	-
	PC1. comply with health and safety standards and processes laid out by manufacturer and organization ensuring safety of client, co-workers, self and organisation	1	3	-	-
	PC2. identify any contra indications and take respective necessary action	1	2	-	-
	PC3. Identify various techniques associated with working temperatures for sugar and liposoluble waxing methods	2	3	-	-
	PC4. Identify different types of hot wax and warm wax based on hair and skin types	1	3	-	-
	PC5. gather different types of tools such as wax warmer, wax (soft wax and hard wax), wooden spatulas/ applicators, waxing strips (for soft wax), talcum powder, cleansing wipes or antiseptic, post wax soothing lotion or aloe vera gel, wax remover or baby oil, clean towel and gloves	1	2	-	-
	PC6. clean the area to be waxed using a mild cleanser or antiseptic and dry the skin thoroughly with a clean towel	1	2	-	-
	PC7. heat the wax to the recommended temperature (not too hot to avoid burns)	1	2	-	-
	PC8. test a small amount on your wrist to ensure it's warm but not scalding	1	2	-	-
	PC9. maintain the client's modesty and privacy at all times by taking suitable precautions and actions	0.5	2.5	-	-

	Precautions and actions: use privacy curtains, close doors of separate enclosures, ensure covering material is in suitable place, ensure dress is not displaced awkwardly, etc.				
	PC10. using a spatula, apply a thin layer of warm wax to the skin in the direction of hair growth	1	3	-	-
	PC11. press a waxing strip over the wax and smooth it down	0.5	2.5	-	-
	PC12. hold the skin taut and quickly pull the strip in the opposite direction of hair growth to remove the wax and hair	1	2		
	PC13. apply a post-wax soothing lotion or oil to calm the skin and reduce redness	1	3		
	Perform threading services	10.5	30.5	-	-
	PC12. comply with health and safety standards and processes laid out by manufacturer and organization and based on client needs	0.5	2.5	-	-
	PC13. carry out the threading process using correct tools and materials and as per standards laid down by the organization Tools: scissors, disposable eye brush, etc. Materials: thread	1.5	3.5	-	-
	PC14. adjust the clients position to meet the needs of the service without causing them discomfort	0.5	2.5	-	-
	PC15. ensure safe and quick hair removal methods are carried out to minimize discomfort to the client Methods: Hand, mouth, neck	0.5	1.5	-	-
	PC16. ensure the hair removal methods are carried out by positioning oneself at a comfortable distance from the client whilst maintaining the correct tension of the thread	0.5	2.5	-	-
	PC17. provide clear instructions to the client on how and when to support the service procedure by stretching or holding their own skin at various stages of the threading service	2	2	-	-

	PC18. create a well-balanced, proportioned and defined eyebrow shape as per clients requirements, where required	1	3	-	-
	PC19. check the clients comfort and wellbeing throughout the service and adapt procedures to ensure the same, reassure the client with necessary information and positive comments as required	0.5	2.5	-	-
	PC20. discontinue service, and do not provide advice and recommendations where contra-actions occur	0.5	2.5	-	-
	PC21. ensure the work area is kept clean and tidy during the service	0.5	1.5	-	-
	PC22. dispose waste materials as per organisational standards in a safe and hygienic manner	0.5	2.5	-	-
	PC23. record details of the services accurately as per organisational policy and approved practice	1.5	2.5	-	-
	PC24. store information securely in line with the salons policies	0.5	1.5	-	-
	Carry out postprocedure actions	4.5	9.5	-	-
	PC25. clean the treated area and apply a suitable soothing product correctly, post the threading procedure	0.5	2.5	-	-
	PC26. ask questions to check with the client their satisfaction with the finished result	1.5	2.5	-	-
	PC27. thank customer for feedback post-service, where customer is not satisfied with service take actions to resolve matter to customer satisfaction or refer to supervisor if actions beyond scope of authority or no action is possible to mitigate damage	1.5	2.5	-	-
	PC28. provide specific after-care advice to the client to minimize irritation, redness and discomfort	1	2	-	-
	Total Marks	28	72	-	-
BWS/N0125 Perform simple make-up services	Prepare for make-up services	10	32	-	-
	PC1. adhere to the health and safety standards laid out by the manufacturer and organization	1	2	-	-
	PC2. sanitize the hands prior to procedure commencement as per organisational approved process	1	2	-	-

	PC3. prepare the client suitably for the respective service procedure and provide relevant required personal protective equipment Prepare: Remove and store jewellery safely, secure hair, position correctly, cover clothing, etc	1	4	-	-
	PC4. ask relevant and effective questions to check and establish the client's understanding, requirements and expectation prior to commencement and clarify doubts, if any	1	3	-	-
	PC5. position self and client throughout the procedure in a way to ensure privacy, comfort and wellbeing	0.5	3.5	-	-
	6. adjust the clients position to meet the needs of the service without causing them discomfort	1	3	-	-
	PC7. perform and adapt the make-up procedures using materials, equipment and techniques correctly and safely to meet the needs of the client	1.5	3.5	-	-
	PC8. • identify basic skin types and skin tone correctly • Skin types: Oily, dry, normal and combination Skin tone: Fair, dark, pink, yellow, pale	0.5	2.5	-	-
	PC9. define a suitable beauty services plan to meet the clients needs based on skin types, constraints and client preferences	1	3	-	-
	PC10. select and prepare suitable skin care and make up products to meet the clients needs and work plan	1	3	-	-
	PC11. use make-up removers, cleansers and toners to remove make-up Apply simple make-up procedures for routine purposes	0.5	2.5	-	-
	Apply simple make-up procedures for routine purposes	9	27	-	-
	PC12. clean, tone and moisturize the skin to suit the clients skin type and needs in the correct sequence, applying correct techniques, using organisation approved tools and processes	1	2	-	-

	PC13. select and apply the correct make-up products to enhance facial features, to suit the clients needs and achieve the desired effect, applying correct techniques as per organisation standards Make-up products: Foundation, powder, blusher, mascara, eye shadows, eye liner, eyebrow pencil, lip liner and lip stick/gloss, etc.	1	3	-	-
	PC14. adapt the make-up procedure using materials, equipment and techniques correctly and safely to meet the needs of the client, where required	1	2	-	-
	PC15. check the clients comfort and wellbeing throughout the service and adapt procedures to ensure the same, reassure the client with necessary information and positive comments as required	0.5	2.5	-	-
	PC16. complete the procedure to the satisfaction of the client in a commercially acceptable time and as per organisational standards	0.5	2.5	-	-
	PC17. dispose waste materials as per organisational standards in a safe and hygienic manner	0.5	2.5	-	-
	PC18. record details of the procedure accurately as per organisational policy and approved practice	1.5	1.5	-	-
	PC19. store information securely in line with the salons policies	0.5	2.5	-	-
	PC20. provide specific after-procedure, homecare advice and recommendations for product use and further beauty services to the client	1	3	-	-
	PC21. ask questions to check with the client their satisfaction with the finished result	0.5	2.5	-	-
	PC22. thank customer for feedback post-service, where customer is not satisfied with service take actions to resolve matter to customer satisfaction or apologise for the same and refer to supervisor Drape costumes on customers	1	3	-	-
	Drape costumes on customers	3	19	-	-

	PC23. handle the costume safely, avoiding any additional wrinkles or crumpling Costume: Saree, lehenga, mekhla, christian gown, dupatta, etc.	0.5	2.5	-	-
	PC24. identify and highlight any damage to the costume to the customer on receiving the costume	-	3	-	-
	PC25. ensure the costume is ironed, steamed and/or prepared as per customer and beauty therapist instructions, in line with company policy and procedures	0.5	2.5	-	-
	PC26. drape costumes on customer using correct techniques and without discomfort to the customer and maintaining their privacy and modesty	0.5	3.5	-	-
	PC27. adjust costumes as per body type, customer preferences and following beauty therapists instructions	0.5	2.5	-	-
	PC28. provide the customer guidance on handling, maintenance of the look of the costume, movements, safety, etc. relevant to the costume	0.5	2.5	-	-
	PC29. ensure the draped costume achieves best fit, is safe and ensures garment cleanliness	0.5	2.5	-	-
Total Marks		22	78	-	-
BWS/N0126 Provide simple hair dressing and root touch-up services	Provide simple hair dressing services	18	43	-	-
	PC1. use suitable consultation techniques to identify the clients wishes for the desired look before dressing the hair including with guardians/parents for minors • Consultation techniques: eg. ask questions, catalogue of styles, chart or image referencing, etc.	1	2	-	-
	PC2. ensure a guardian/parent is present for minors under age 14	1	2	-	-
	PC3. position self and client to ensure privacy, comfort and safety, throughout the service	1	2	-	-
	PC4. perform and adapt the procedure using materials, equipment and techniques correctly and safely to meet the needs of the client	1	2	-	-
	PC5. perform back combing /back brushing technique as required	1	3	-	-

	PC6. control and secure hair effectively into place, during dressing	1	3	-	-
	PC7. dress the hair to the satisfaction of the client producing simple hair dos Simple hair dos: Up-do's with rolls/twist/knots/braids, bun, braid, french roll, etc.	1	2	-	-
	PC8. apply common hair accessories correctly Accessories: eg. pins, false hair, parandas, clips, flowers, etc.	1	2	-	-
	PC9. apply finishing product following manufacturers instructions to maintain the style	1	3	-	-
	PC10. ensure the work area is kept clean and tidy during the service	1	2	-	-
	PC11. promptly refer problems that cannot be solved to the relevant superior for action	1	2	-	-
	PC12. complete the procedure to the satisfaction of the client in a commercially acceptable time and as per organisational standards	1	2	-	-
	PC13. record details of the procedure accurately as per organisational policy and procedures	1	3	-	-
	PC14. store information securely in line with the salons policies	1	3	-	-
	PC15. provide specific after-procedure, homecare advice and recommendations for product use and further services to the client	1	3	-	-
	PC16. dispose waste materials as per organisational standards in a safe and hygienic manner	1	2	-	-
	PC17. ask questions to check with the client their satisfaction with the finished result	1	3	-	-
	PC18. thank customer for feedback post-service, where customer is not satisfied with service take actions to resolve matter to customer satisfaction or apologise for the same and refer to supervisor	1	2	-	-
	Perform the root touch-up services	13	26		
	PC19. gather necessary supplies: hair color,	1	2		

	developer, mixing bowl, applicator brush, comb, sectioning clips, towel, gloves, and a protective cape				
	PC20. perform a patch test 24-48 hours in advance to check for allergic reactions	1	2		
	PC21. read and follow the instructions on the color kit	1	2		
	PC22. combine the hair color and developer in the recommended ratio in a mixing bowl	1	2		
	PC23. divide the hair into four sections for easy application. Use clips to secure each section	1	2		
	PC24. starting at the part line, use the applicator brush to apply the color to the visible roots	1	2		
	PC25. apply color to small, thin sections for even coverage	1	2		
	PC26. allow the dye to process as per the recommended time (typically 20–45 minutes)	1	2		
	PC27. check occasionally to ensure even processing	1	2		
	PC28. wash out the color with lukewarm water until the water runs clear	1	2		
	PC29. use color-safe shampoo and a conditioner to maintain the vibrancy	1	2		
	PC30. dry the hair and style as desired to showcase the refreshed look	1	2		
	PC31. tidy the workspace and dispose of any waste properly	1	2		
	Total Marks	31	69	-	-
BWS/N0401 Provide manicure and pedicure services	Prepare the client for service	9	15	-	-
	PC1. adhere to the health and safety standards laid out by the manufacturer and organization	1	2	-	-
	PC2. sanitize the hands prior to procedure commencement as per organisational approved process	1	2	-	-
	PC3. prepare the client suitably for the respective service procedure and provide relevant required personal protective equipment	1	2	-	-

	PC4. ask relevant and effective questions to check and establish the client's understanding, requirements and expectation prior to commencement and clarify doubts, if any	2	2	-	-
	PC5. position self and client in a way to ensure privacy, comfort and wellbeing, throughout the procedure	1	2	-	-
	PC6. adjust the clients position to meet the needs of the service without causing them discomfort	1	2	-	-
	PC7. perform and adapt the manicure and pedicure procedures using materials, equipment and techniques correctly and safely to meet the needs of the client	2	3	-	-
	Carrying out manicure and pedicure services	23	31	-	-
	PC8. remove any existing nail polish using approved products and procedures before proceeding further	2	3	-	-
	PC9. enquire to establish the desired length and shape of nails (hands or toes) with the client	2	3	-	-
	PC10. file the nails ensuring the nails free edge is left smooth and shaped to required length according to the clients preference	2	3	-	-
	PC11. remove dirt in the underside of the nails using nail pick, clippers, nail brush, soaking and washing to be dirt free	1	2	-	-
	PC12. use suitable cuticle tools and products, safely and effectively, to remove excess cuticle, ensuring that the cuticle and nail plate are undamaged	2	3	-	-
	PC13. use specialized procedures (hand and leg, finger and toe nails) to improve the appearance of the clients skin and nails (Procedures: File, buff and shape, cuticle pushing, clipping, massage, polish, etc.)	2	2	-	-
	PC14. use smooth and even massage techniques for hands and lower arms, lower legs and feet and apply appropriate pressure to meet the clients needs	2	3	-	-
	PC15. remove any excessive hard skin using a foot scrapper during the manicure service without discomfort to the client	2	2	-	-

	PC16. leave the hands and lower arm, foot and lower leg free of any excess massage medium at the end of the pedicure or manicure process respectively, by clearing these using a towel or other suitable materials	2	3	-	-
	PC17. check that the nail plate is dehydrated and the underside is clean and free of debris	2	3	-	-
	PC18. apply sufficient base coat, polish coats and top coats as required to achieve the desired nail finish	2	2	-	-
	PC19. check that the final nail finish is smooth, even textured and uniformly coloured, with the cuticle and nail wall free of enamel	2	2	-	-
	Post Service procedures	8	14	-	-
	PC20. check the clients comfort and wellbeing throughout the service and adapt procedures to ensure the same, reassure the client with necessary information and positive comments as required	2	2	-	-
	PC21. clean the treated area and use a suitable soothing product	1	2	-	-
	PC22. complete the therapy to the satisfaction of the guest in a commercially acceptable time	1	2	-	-
	PC23. record the therapy accurately and store information securely in line with the organizations policies	1	2	-	-
	PC24. provide specific after-procedure, homecare advice and recommendations for product use and further services to the client	1	2	-	-
	PC25. ask questions to check with the client their satisfaction with the finished result	1	2	-	-
	PC26. thank customer for feedback post-service, where customer is not satisfied with service take actions to resolve matter to customer satisfaction or apologise for the same and refer to supervisor	1	2	-	-
	Total Marks	40	60	-	-
BWS/N0418	prepare the client for services	08	15	-	-

Carry out application of basic mehndi designs and nail art	PC1. adhere to the health and safety standards laid out by the manufacturer and organization	1	2	-	-
	PC2. sanitize the hands prior to procedure commencement as per organizational approved process	1	2	-	-
	PC3. prepare the client suitably for the respective service procedure and provide relevant required personal protective equipment	1	2	-	-
	PC4. ask relevant and effective questions to check and establish the client's understanding, requirements and expectation prior to commencement and clarify doubts, if any	1	2	-	-
	PC5. position self and client throughout the procedure in a way to ensure privacy, comfort and wellbeing	1	2	-	-
	PC6. identify contra indications that restrict service and act accordingly as per organisational standards	1	2	-	-
	PC7. set-up products, tools, equipment for relevant techniques to suit clients service needs, nail and skin conditions .	2	3	-	-
	apply simple mehndi designs	09	16	-	-
	PC8. prepare the cone and ensure a suitable tip size	1	2	-	-
	PC9. prepare the mehendi to appropriate consistency and recipe for application technique	2	3	-	-
	PC10. apply mehndi design using simple elements like stencil or stickers and correct procedures on hands, wrists and feet	2	3	-	-
	PC11. complete the application to the satisfaction of the customer in a commercially acceptable time	1	2	-	-
	PC12. comply with health and safety standards and processes laid out by manufacturer and organization and based on client needs	1	2	-	-
	PC13. check the clients comfort and wellbeing throughout the service and adapt	1	2	-	-
	PC14. • discontinue service, and do not provide advice and recommendations where contra-actions • occur	1	2	-	-

	perform nail art services	13	17	-	-
	PC15. clean the nails to ensure they are free from bacteria	1	2	-	-
	PC16. • set-up products, tools, equipment and techniques to suit clients service needs, nail and skin conditions	2	3	-	-
	PC17. ensure the client and you have understood the treatment objective and plan	2	2	-	-
	PC18. perform applying false nails or extensions if required	2	3	-	-
	PC19. perform nail art application by decorating nails using various methods (colored polish, gems, glitter, stencil nail art and stick on artificial nails)	2	3	-	-
	PC20. promptly refer problems that cannot be solved to the relevant person	2	2	-	-
	PC21. provide after care advise	2	2	-	-
	post procedure care	10	12	-	-
	PC22. dispose waste materials as per organisational standards in a safe and hygienic manner	1	2	-	-
	PC23. record details of the procedure accurately as per organisational policy and approved practice	2	2	-	-
	PC24. store information securely in line with the salons policies	1	2	-	-
	PC25. provide specific after-process advice to the client for colour fastening and contra actions	2	2	-	-
	PC26. ask questions to check with the client their satisfaction with the finished result	2	2	-	-
	PC27. thank customer for feedback post-service, where customer is not satisfied with service take actions to resolve matter to customer satisfaction or apologise for the same and refer to supervisor	2	2	-	-
	Total Marks	40	60	-	-
BWS/N9002	Maintain health and safety at the workplace	33	67	-	-
	PC1. ensure proper supply of Personal Protective Equipment such as tissues, antibacterial soaps, alcohol-	3	7	-	-

Maintain health and safety at the workplace	based hand cleansers, triple layered surgical face masks, gloves, etc. for the employees and clientele				
	PC2. ensure maintaining basic hygiene and keep proper distance between the clientele to avoid any kind of cross infection, basic hygiene such as wearing disposable N-95/ triple layered surgical face mask, gloves, apron, washing/ sanitizing hands & taking bath at regular intervals, etc.	3	6	-	-
	PC3. set up and position oneself, equipment, chemicals, products and tools in the work area to meet legal, hygiene and safety requirements	3	6	-	-
	PC4. clean and sterilize all tools and equipment before and after use	3	6	-	-
	PC5. maintain one's posture and position to minimize fatigue, risk of injury and chances of cross infection	3	6	-	-
	PC6. dispose waste materials in accordance to the industry accepted standards	3	6	-	-
	PC7. maintain first aid kit and keep oneself updated on the first aid procedures	3	6	-	-
	PC8. identify and document potential risks and hazards in the workplace	3	6	-	-
	PC9. accurately maintain accident reports	3	6	-	-
	PC10. report health and safety risks/ hazards to concerned personnel	3	6	-	-
	PC11. use tools, equipment, chemicals and products in accordance with the guidelines and manufacturers' instructions	3	6	-	-
	Total Marks	33	67	-	-
BWS/N9003 Create a positive impression at the workplace	Appearance and Behavior	8	14	-	-
	PC1. ensure maintaining good health and personal hygiene such as sanitized hands, neatly tied and covered hair, clean nails, etc.	2	4	-	-
	PC2. meet the organization's standards of grooming (courtesy, behavior and efficiency) such as engaging with clients with no gender stereotyping, positioning self	2	4	-	-

	and client in a manner, to ensure privacy, comfort and well-being of all the genders throughout the services, etc.				
	PC3. stay free from intoxicants while on duty	2	2	-	-
	PC4. wear and carry organization's uniform and accessories correctly and smartly by sanitizing it in hot water with detergent and bleach	2	4	-	-
	Task execution as per organization's standards	10	18	-	-
	PC5. take appropriate and approved actions in line with instructions and guidelines	2	3	-	-
	PC6. participate in workplace activities as a part of the larger team	2	4	-	-
	PC7. report to supervisor immediately in case there are any work issues	2	3	-	-
	PC8. use appropriate language, tone and gestures while interacting with guests from different cultural and religious backgrounds, age, disabilities and gender	2	4	-	-
	PC9. improve upon existing techniques of services by updating skills, such as, learning about digital technologies (by using digital platform for booking an appointment, making bills & payments, collecting feedback); financial literacy (opening savings bank accounts, linking Aadhaar card to bank account, using various e-commerce platforms); self-ownership, etc.	2	4	-	-
	Communication and Information record	18	32	-	-
	PC10. communicate procedure related information to guests based on the sectors code of practices and organisations procedures/ guidelines	2	4	-	-
	PC11. communicate role related information to stakeholders in a polite manner and resolve queries, if any	2	3	-	-
	PC12. assist and guide guests to services or products based on their needs	2	4	-	-
	PC13. report and record instances of aggressive/ unruly behavior and seek assistance	2	3	-	-

DGT/VSQ/N0101 Employability Skills (30 hours)	PC14. use communication equipment (phone, email etc.) as mandated by the organization	2	3	-	-
	PC15. carry out routine documentation (such as recording details related to employee's tasks, services taken and feedback given by clients) legibly and accurately in the desired format	2	3	-	-
	PC16. maintain confidentiality of information, as required, in the role	2	4	-	-
	PC17. communicate the internalization of gender & its concepts at work place	2	4	-	-
	PC18. conduct various workshops for the employees at workplace; using range of technologies that aid PwDs at the workplace, etc.	2	4	-	-
	Total Marks	36	64	-	-
	Introduction to Employability Skills	1	1	-	-
	PC1. understand the significance of employability skills in meeting the job requirements	1	1	-	-
	Constitutional values – Citizenship	1	1	-	-
	PC2. identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices	1	1	-	-
	Becoming a Professional in the 21st Century	1	3	-	-
	PC3. explain 21st Century Skills such as SelfAwareness, Behavior Skills, Positive attitude, self-motivation, problem-solving, creative thinking, time management, social and cultural awareness, emotional awareness, continuous learning mindset etc.	1	3	-	-
	Basic English Skills	2	3	-	-
	PC4. speak with others using some basic English phrases or sentences	2	3	-	-
	Communication Skills	1	1	-	-
	PC5. follow good manners while communicating with others	0.5	0.5	-	-
	PC6. work with others in a team	0.5	0.5	-	-
	Diversity & Inclusion	1	1	-	-

	PC7. communicate and behave appropriately with all genders and PwD	0.5	0.5	-	-
	PC8. report any issues related to sexual harassment	0.5	0.5	-	-
	Financial and Legal Literacy	3	4	-	-
	PC9. use various financial products and services safely and securely	1	2	-	-
	PC10. calculate income, expenses, savings etc.	1	1	-	-
	PC11. approach the concerned authorities for any exploitation as per legal rights and laws	1	1	-	-
	Essential Digital Skills	4	6	-	-
	PC12. operate digital devices and use its features and applications securely and safely	2	3	-	-
	PC13. use internet and social media platforms securely and safely	2	3	-	-
	Entrepreneurship	3	5	-	-
	PC14. identify and assess opportunities for potential business	2	3	-	-
	PC15. identify sources for arranging money and associated financial and legal challenges	1	2	-	-
	Customer Service	2	2	-	-
	PC16. identify different types of customers	1	1	-	-
	PC17. identify customer needs and address them appropriately	0.5	0.5	-	-
	PC18. follow appropriate hygiene and grooming standards	0.5	0.5	-	-
	Getting ready for apprenticeship & Jobs	1	3	-	-
	PC19. create a basic biodata	0.5	1	-	-
	PC20. search for suitable jobs and apply	0.5	1	-	-
	PC21. identify and register apprenticeship opportunities as per requirement	0	1	-	-
	Total Marks	20	30	-	-
	Grand Total	331	719		

Annexure: Assessment Strategy

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

Mention the detailed assessment strategy in the provided template.

<1. Assessment System Overview:

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

2. Testing Environment:

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

3. Assessment Quality Assurance levels/Framework:

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

4. Types of evidence or evidence-gathering protocol:

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

5. Method of verification or validation:

- Surprise visit to the assessment location

6. Method for assessment documentation, archiving, and access

- Hard copies of the documents are stored

On the Job:

1. Each module (which covers the job profile of Beauty Services) will be assessed separately.
2. The candidate must score 60% in each module to successfully complete the OJT.

3. Tools of Assessment that will be used for assessing whether the candidate is having desired skills and etiquette of dealing with customers, understanding needs & requirements, assessing the customer and perform Soft Skills effectively:
 - Videos of Trainees during OJT
 -
4. Assessment of each Module will ensure that the candidate is able to:
 - Effective engagement with the customers
 - Understand the working of various tools and equipment
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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