



QUALIFICATION FILE

Senior 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: 5

Submitted By:

Beauty & Wellness Sector Skill Council

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

1.	Qualification Name	Senior Beauty Therapist	
2.	Sector/s	Beauty & Wellness	
3.	Type of Qualification: ☐ New ☒ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing/previous qualification: (change to previous, once approved) NQR Code: 2022/BW/BWSSC/06577 Version: 3.0	Qualification Name of existing/previous version: Senior Beauty Therapist
4.	a. OEM Name b. Qualification Name (Wherever applicable)	NA	
5.	National Qualification Register (NQR) Code &Version (Will be issued after NSQC approval)	NQR Code: QG-05-BW-06577-2025-V2-BWSSC Version: 4.0	6. NCrF/NSQF Level: 5
7.	Award (Certificate/Diploma/Advance Diploma/ Any Other (Wherever applicable specify multiple entry/exits also & provide details in annexure)	Certificate	
8.	Brief Description of the Qualification	A senior beauty therapist is a professionally trained individual who specializes in advance beauty services for both face and body. A senior beauty therapist performs various duties such as providing advance skincare services with electrical equipment, apply makeup, removal of unwanted hair, and hair styling services by maintaining health, safety and hygiene at workplace. The person needs to be knowledgeable on various beauty, hair and make-up products, and a range of beauty treatments like facial electrotherapy, etc.	

9.	Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience:		
		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)
		1	Completed 2nd year of 3-year/ 4-years UG in beauty	
		2	12th passed	2 year of any combination of NTC/NAC/CITS or equivalent in beauty industry
		3	Completed 3-year diploma after 10 th	1.5-year relevant experience in beauty industry
		4	12 th grade pass	3-year relevant experience in beauty industry
		5	10 th grade pass	6-year relevant experience in beauty industry
		6	Previous relevant qualification of NSQF level 4	3-year relevant experience in beauty industry
		7	Previous relevant qualification of NSQF level 4.5	1.5-year relevant experience in beauty industry
		b. Age: 18 years		
10.	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	20	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 <i>(Specify Total Duration as per selected training delivery modes and as per requirement of the qualification)</i>	☒ Offline ☐ Online ☐ Blended <table border="1"> <thead> <tr> <th>Training Delivery Modes</th> <th>Theory (Hours)</th> <th>Practical (Hours)</th> <th>OJT Mandatory (Hours)</th> <th>OJT Recommended (Hours)</th> <th>Total (Hours)</th> </tr> </thead> <tbody> <tr> <td>Classroom (offline)</td> <td>170</td> <td>340</td> <td>90</td> <td>-</td> <td>600</td> </tr> <tr> <td>Online</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <i>(Refer Blended Learning Annexure for details)</i>	Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)	Classroom (offline)	170	340	90	-	600	Online					
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)														
Classroom (offline)	170	340	90	-	600														
Online																			
14. Aligned to NCO/ISCO Code/s <i>(if no code is available mention the same)</i>																			
15. Progression path after attaining the qualification <i>(Please show Professional and Academic progression)</i>	Salon Therapist, Beauty Therapist, Senior Beauty Therapist,																		
16. Other Indian languages in which the Qualification & Model Curriculum are being submitted	Hindi																		
17. Is similar Qualification(s) available on NQR-if yes, justification for this qualification	☐ Yes ☒ No URLs of similar Qualifications:																		
18. Is the Job Role Amenable to Persons with Disability	☐ Yes ☐ No If "Yes", specify applicable type of Disability: <i>Deaf</i>																		
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 <i>(Specify the NOS/Module which covers it)</i>	☒ 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	Name: Ms. Monica Bahl Email: ceo@bwssc.in Contact No.: 011 – 40342940/42/44/45																		

	<i>(In case of CS or MS, provide details of both Lead AB & Supporting ABs)</i>	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 V5.0	Non-Core	3	1	10	20	-	-	30	30	47	-	23	100	5
2.	Perform skin care services	BWS/N0104 V8.0	Core	5	3	30	60	-	-	90	28	36	-	36	100	10
3.	Perform hair removal services	BWS/N0105 V7.0	Core	4	1	10	20	-	-	30	26	48	-	26	100	10
4.	Perform make-up services	BWS/N0106 V9.0	Core	4	2	20	40	-	-	60	20	50	-	30	100	10
5.	Perform hair styling and dressing	BWS/N0208 V7.0	Core	4	1	10	20	-	-	30	20	50	-	30	100	10
6.	Perform facial electrotherapy	BWS/N0107 V5.0	Core	4	2	20	40	-	-	60	20	48	-	32	100	10
7.	Maintain health and safety at the workplace	BWS/N9002 V5.0	Non-Core	3	1	10	20	-	-	30	33	45	-	22	100	5

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)
8.	Create a positive impression at the workplace	BWS/N9003 V5.0	Non-Core	3	1	10	20	-	-	30	35	46	-	19	100	5
9.	Manage and lead a team	BWS/N9004 V4.0	Non-Core	5	1	10	20	-	-	30	22	42	-	36	100	10
10.	Consult and advise clients	BWS/N9005 V5.0	Non-Core	5	1	10	20	-	-	30	18	45	-	37	100	10
11.	Promote and sell services and products	BWS/N9006 V4.0	Non-Core	5	1	10	20	-	-	30	24	44	-	32	100	10
12.	Employability Skills	DGT/VSQ/N0102 V1.0	Non-Core	4	2	20	40	-	-	60	09	25	-	16	50	5
13.	On-the-Job Training (Mandatory)				3	0	0	90	-	90	-	-	-	-	-	-
Duration (in Hours) / Total Marks					20	170	340	90	-	600	285	526	-	339	1150	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)	12th pass with Advance Diploma in Beauty or Cosmetology with 3 years of sector specific experience and 2 years 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 in Beauty or Cosmetology with atleast 7 years of 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): This role serves a demarcation for those looking to build a career in the beauty industry. It allows individuals to gain hands-on experience and develop their skills in a supportive environment. This role is vital in the beauty industry, contributing to client satisfaction and the smooth operation of beauty establishments. The SSC would submit details of the employment generated (where applicable).
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: No, we do not have a Line Ministry

Section 6: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

1.	Annexure: NCrf/NSQF level justification based on NCrf level/NSQF descriptors <i>(Mandatory)</i>	Annexure 1
2.	Annexure: List of tools and equipment relevant for qualification <i>(Mandatory, except in case of online course)</i>	Annexure 2
3.	Annexure: Detailed Assessment Criteria <i>(Mandatory)</i>	Annexure 6
4.	Annexure: Assessment Strategy <i>(Mandatory)</i>	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	Well-developed skill - Carry out facial electrotherapy to improve facial and skin condition using direct high frequency, galvanic, EMS, microcurrent and lymphatic drainage equipment. - Perform electrical epilation using various techniques. - Short wave diathermy/ Galvanic epilation/ Blend method - Perform and adapt the therapy using materials, equipment and techniques correctly and safely to meet the needs of the client - Carry out facial care/ clean-up process using the products and equipment as per service levels laid down by the salon	As mentioned in the various performance criteria, senior 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 organizational standards using recommended solutions and conditions, and also files routine reports and feedback. Hence, NSQF Level is 5	5

	• Clarify the client's understanding and expectation prior to commencement of treatment • Use an exfoliation technique suitable for the client's skin type and skin condition • Use a suitable skin warming technique and carry out any necessary extraction relevant to the client's skin type and skin condition • Provide facial massage using a medium and techniques suitable for the client's skin type and condition • Conceal skin imperfections and blemishes using the suitable colour corrective products where required • Select and apply foundation using brush/ sponge, to the centre of face and evenly blended out to sides of the face to achieve coverage		
Professional and Technical Skills/ Expertise/ Professional Knowledge	<u>Basic facts, processes and principles:</u> Clear choice of procedures in familiar context	Knowledge of facts, principles, processes and general concepts, in a field of work or study. Senior beauty therapist needs to know basic facts, processes and principles in trade of employment	5

	• Select and apply suitable powder to set the foundation • Select and apply a suitable blusher to give warmth and contour the face • Enhance the eyebrow shape to suit the client and make-up plan • Select and apply a suitable eye shadow using a corrective technique and that suits the occasion and client's needs. • Select and apply an eyeliner/ eye pencil and mascara to enhance the eye shape to suit the client's needs - Label the displayed products clearly, accurately in alignment to the required standards • Ensure that environmental conditions are suitable for the client and the treatment to be carried out in a hygiene and safe environment • Select suitable equipment and products required for the treatment • Consult the client by questioning to identify contra-indications to products and provide recommendations for treatments that are suitable to the client • Define a suitable treatment plan to meet the client's needs • Use products, tools, equipment and techniques to meet the design plan and to suit client treatment needs, skin types and conditions	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, behaviour and efficiency, and kinds of work issues that may arise and reporting structure.	
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Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	Most of the work involves recall and demonstration of practical skill, is routine and repetitive and in a narrow range of application. The incumbent also uses appropriate rule and tool and quality concepts to complete their work	This is level 5 as it requires principles and general concepts. A range of cognitive and practical skills are required to accomplish tasks and solve problems by selecting and applying basic methods, tools, materials and information.	5
Broad Learning Outcomes/Core Skill	The educator needs language to communicate written or oral, with required clarity, to interact with clients, community, various departments, supervisors, personnel and teams, confirm requirements and communicate the same for shared understanding. Also prepare a range of routine documentation.	Able to use language to communicate written or oral, with required clarity; understanding of social and political and services with reference to the organization; keep abreast with the latest knowledge by reading brochures, pamphlets, and product information sheets; communicate and maintain processes, techniques, records, policies and procedures; discuss task lists, schedules; question customers/ clients appropriately in order to understand the nature of the problem.	5
Responsibility	Responsibility for own work and learning: - ensure that ambient conditions are suitable for the client and the service procedures to be carried out in a hygiene and safe environment - set up the equipment and prepare the products for services in	As mentioned in the various performance criteria mentioned in the previous cell, beauty therapist 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	5

	adherence to the salon procedures and product/ equipment guidelines • prepare sterilization solution as per organizational standards using approved products and as per manufacturer's instructions • prepare products for application, by mixing the ingredients in the correct proportions as per manufacturer instructions and organization standards and place for ease of use by the nail technician adhere to the health and safety standards laid out	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 customers and visitors, in English and the local language; speaks or communicates with reasonable ease in structured situations and short conversations on familiar topics	
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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	Manicure Chair and Pedicure chair	Eqpt Nos	4
15	Manicure Brush	types	6
16	Nail Cutter	packets	4
17	Cuticle Pusher	packets	6
18	Cuticle Nipper	Eqpt Nos	15
19	Wooden Orange stick	packets	7
20	Nail Filer	types	18
21	Foot Scraper	types	10
22	Emery Board	packets	5
23	Pumice Stone	types	5
24	Toe Separator	pairs	30
25	Pedicure Brush	types	4
26	Make-up Chair	Eqpt Nos	4
27	Mirrors	Eqpt Nos	4
28	Foundations	complete sets	2
29	Concealer	complete sets	2
30	Powder	complete sets	2
31	Blusher	complete sets	2
32	Eye Shadow	complete sets	2
33	Mascara	complete sets	2
34	Eye Pencil	complete sets	2
35	Liquid Liner	complete sets	2
36	Lip Liner	complete sets	2
37	Lipstick	complete sets	2
38	Lip-Gloss	complete sets	2
39	Applicators	types	8

40	Headband	types	7
41	Large Towel/Client Couch	types	8
42	Cotton Wool	bundle	6
43	Magnifying Lamp	Eqpt Nos	3
44	Facial Tissues	bundles	15
45	Hand Sanitizer	liters	3
46	Masks	bundles	6
47	Disposable Aprons	types	18
48	Wax Heater	Eqpt Nos	8
49	Waxing Strips	packets	10
50	Hot & Cold Wax	kg	6
51	Disposable PPE	types	15
52	Spatula	types	8
53	Machines (EMS/ Lymphatic Drainage Unit/ High-Frequency/ Galvanic/ Micro-Current) and all Relevant Leads and Electrodes	Eqpt Nos	1
54	Brush Machine/Brush Unit	Eqpt Nos	1
55	Facial Steamer/Vapour Zone	Eqpt Nos	1
56	High Frequency Machine	Eqpt Nos	1
57	Galvanic Machine	Eqpt Nos	1
58	Faradic Machine	Eqpt Nos	1
59	Vacuum Suction Machine	Eqpt Nos	1
60	Microcurrent Machine	Eqpt Nos	1
61	Electro-Muscle Stimulator	Eqpt Nos	1
62	Lymphatic Drainage Equipment	Eqpt Nos	1
63	Microdermabrasion Machine	Eqpt Nos	1
64	Ultrasonic Machine	Eqpt Nos	1
65	Advanced Machine Facials	Eqpt Nos	1
66	Hydra facial device/machine	Eqpt Nos	1

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		7337048847	shashidhar@studio11proacademy.com	
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 road, somajiguda, Hyderabad-82	9959616119	school@anoos.com	
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 parlor and training center	Mrs. Shalini Arora	Master Trainer		9990798983	Shaliniarora1970@gmail.com	
12	Indian Institute of cosmetology trichology & nutrition Pvt. Ltd.	Rudra Jaitly	Chief Executive Officer	Unit no. 201, 2 nd floor, shree nityanand CHS lt, 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	8527443819	Asharani22881@gmail.com	

				Ambedkar nagar near by mcd school			
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	Pi0485523@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	2500	2000	1750	1488	NA	NA
2026-27	3300	2640	2310	1964	NA	NA
2027-28	4200	3360	2940	2499	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
Senior Beauty Therapist V3.0	2023-24	7461	5910	5283	NA	3500	2034	1560	NA	NA	NA	NA	NA
	2024-25	13688	11190	9060	NA	8504	6754	5200	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 & 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 & maintain work area	Prepare and maintain work area	30	47	0	23
	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.	2.0	4.0	0.0	2.0
	PC2. identify and select suitable equipment and products required for the respective services/ session	2.0	3.0	0.0	2.0
	PC3. set up the area for services/ session in adherence to the organizational/ beauty salon/ centre's guidelines	2.0	3.0	0.0	2.0
	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	2.0	3.0	0.0	2.0
	PC5. prepare sterilisation solution as per organizational/ salon standards using approved products and as per manufacturers instructions				

		2.0	3.0	0.0	2.0
PC6. sterilize, disinfect the area as per organizational standards using recommended solutions and conditions					
	2.0	4.0	0.0	2.0	
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.					
	2.0	3.0	0.0	2.0	
PC8. identify ways to optimize usage of material including water in various tasks/activities/processes					
	2.0	3.0	0.0	2.0	
PC9. check for spills/leakages occurred while providing services					
	2.0	3.0	0.0	1.0	
PC10. identify and segregate recyclable, nonrecyclable and hazardous waste generated in separate bin					
	2.0	3.0	0.0	1.0	
PC11. store the unused disposable material properly in a dedicated area; material such as disposable masks, gloves, etc.					
	2.0	3.0	0.0	1.0	
PC12. ensure electrical equipment and appliances are switched off when not in use					
	2.0	3.0	0.0	1.0	
PC13. store records, materials and equipment securely in line with the policies					
	2.0	3.0	0.0	1.0	
PC14. conduct awareness program (such as for Covid19) for the employees and display posters/					
	2.0	3.0	0.0	1.0	

	signage's promoting regular hand-washing and respiratory hygiene in the premises				
	PC15. set up and promote digital modes of payment to lessen any kind of cross infection	2.0	3.0	0.0	1.0
	Total Marks	30	47	0	23
BWS/N0104	Perform skincare services	15	17	0	17
Perform skin care services	PC1. adhere to the health and safety standards laid out by the manufacturer and salon	1	1	0	1
	PC2. position self and client correctly to ensure privacy, comfort and wellbeing throughout the service	1	1	0	1
	PC3. perform and adapt the therapy using materials, equipment and techniques correctly and safely to meet the needs of the client	1	1	0	1
	PC4. • carry out facial care/ clean-up process using the products and equipment as per service levels laid down by the salon Facials: skin lightening, radiance, anti-tan, hydration, oil control, harmonizing for sensitive skin	1	1	0	1
	PC5. ask relevant and effective questions to check and establish the client's understanding and expectation prior to commencement and clarify doubts, if any	1	1	0	1
	PC6. • clean the skin and remove all traces of make-up by using superficial and deep cleansing techniques Deep cleansing techniques: eg. gel, oil, cream, pore strips, masks, steam, vacuum suction, etc.	1	1	0	1
	PC7. • use an exfoliation technique suitable for the client's skin type and skin condition Skin type: Oily, dry, normal, combination, sensitive • Exfoliation techniques: Mechanical, chemical; clay	0	1	0	1

	exfoliants, biochemical skin peels, masks, enzymes, retinol, hydroxyl acids, pore grains				
	PC8. use a suitable skin warming technique and carry out any necessary extractionrelevant to the client's skin type and skin condition Skin warming techniques: warm towel, steam, etc.	1	1	0	1
	PC9. - provide facial massage using a medium and techniques suitable for the clients skin type and condition - Medium: Oil, cream Techniques: Effleurage, petrissage, tapotement	1	1	0	1
	PC10. apply masks evenly and neatly, covering the area to be treated completely	0	1	0	1
	PC11. remove masks as per the recommended time frame mentioned in manufacturers instructions or organisational standards	1	1	0	1
	PC12. carry out cleaning of the skin post-procedure to ensure skin is left clean, toned and suitably moisturized	1	1	0	1
	PC13. complete the therapy to the satisfaction of the client in a commercially acceptable time	1	1	0	1
	PC14. 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	1	1	0	1
	PC15. record details of the therapy accurately as per organisation policy and procedures	1	1	0	1
	PC16. store information securely in line with the salons policies	1	1	0	1
	PC17. provide specific after-procedure, homecare advice and recommendations form product use and further services to the client	1	1	0	1
	Perform HydraFacial services	13	19	0	19

PC18. hydrafacial is a non-invasive skincare treatment that combines cleansing, exfoliation, extraction, hydration, and antioxidant infusion	1	1	0	1
PC19. suits all skin types and addresses common concerns such as dullness, fine lines, wrinkles, clogged pores, and uneven skin tone	1	1	0	1
PC20. ensure the workspace is clean, organized, and equipped with the HydraFacial machine and related tools	1	1	0	1
PC21. sanitize hands and wear gloves	0	0.5	0	0.5
PC22. conduct a consultation with the client to understand their skin type, concerns, and any allergies or sensitivities	1	1	0	1
PC23. explain the procedure and its benefits to the client, ensuring informed consent is obtained	0.5	0	0	0.5
PC24. prepare the HydraFacial machine and its components (e.g., tips, serums)	1	2	0	1
PC25. collect towels, disposable headbands, and face sponges	1	1	0	1
PC26. gather skin analysis tools to assess the client's skin condition	1	1	0	1
PC27. remove makeup and impurities from the client's face with a gentle cleanser	0	1	0	0.5
PC28. use the HydraFacial device to gently exfoliate the skin, removing dead skin cells and allowing for deeper penetration of product	1	1	0	1
PC29. apply a mild chemical exfoliation (usually glycolic or salicylic acid) to further refine the skin	1	1	0	1
PC30. use the vortex suction to remove impurities and unclog pores, especially beneficial for acneprone skin	0.5	1	0	1
PC31. apply hydrating serums to replenish moisture, including antioxidants, peptides, and hyaluronic acid	0	1	0	1
PC32. ensure the client is comfortable throughout the treatment	0.5	1	0	1

	PC33. communicate regularly to check for any discomfort or concerns	0	0.5	0	0.5
	PC34. advise the client to avoid direct sun exposure for 24-48 hours and to wear sunscreen daily	0	0.5	0	0.5
	PC35. suggest gentle skincare products for the first few days post-treatment	0.5	1	0	1.5
	PC36. recommend follow-up treatments or skincare routines to maintain results	1	0.5	0	1
	PC37. assess the client's skin immediately after treatment and ensure no adverse reactions	0	1	0	1
	PC38. discuss potential results, which may include an immediate glow and smoother skin	1	1	0	1
	Total Marks	28	36	0	36
BWS/N0105 Perform hair removal services	Prepare the client for service	2.5	3	0	3
	PC1. adhere to the health and safety standards laid out by the manufacturer and salon	0.5	0.5	0	0.5
	PC2. sanitize the hands effectively prior to service commencement using a hand sanitiser	0	0.5	0	0.5
	PC3. - prepare the client suitably for the respective service procedure and provide relevant required personal protective equipment - Yourself: sanitize the hands, wear suitable protective apparel, remove jewellery, etc. Client: provide suitable protective apparel, remove jewellery, etc. Work area: organise and arrange products, tools and equipment, sanitise tools and equipment, no trailing wires, no obstructions, etc.	1	1	0	1
	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, including with guardians for minors	0.5	0.5	0	0.5
	PC5. select and prepare products, tools and equipment that are suitable to meet to the clients	0.5	0.5	0	0.5

needs and requirements of the service plan Manage the client during depilation services				
Special techniques for threading	3.5	4.5	0	4
PC6. • know about the Threading Techniques: • hand Method – Uses the thumb and forefinger to twist and move the thread. • mouth Method – The thread is held in the mouth for better tension control (not commonly used due to hygiene concerns). • neck Method – The thread is looped around the neck for hands-free threading control	0.5	0.5	0	0.5
PC7. cleanse the skin with a mild toner to remove oil and dirt	1	1	0	1
PC8. prepare the thread (cut about 12- 18 inches) twist it in the middle to create a loop	0.5	0.5	0	0.5
PC9. hold the thread in a twisted fashion and use a scissoring motion to pull hair from the follicle	0.5	0.5	0	0.5
PC10. shape the eyebrows carefully according to client preference	0.5	1	0	1
PC11. apply a soothing gel or aloe vera to reduce redness and irritation	0.5	1	0	0.5
Perform waxing of various body areas	3.5	5	0	4
PC12. cleanse the skin with a pre-wax cleanser	0.5	0.5	0	0.5
PC13. apply pre-wax oil or powder to absorb excess moisture	0.5	0.5	0	0.5
PC14. use a spatula to apply soft wax in the direction of hair growth	0.5	1	0	1
PC15. press a waxing strip firmly over the wax	0.5	1	0	0.5
PC16. hold the skin taut and pull the strip quickly in the opposite direction of hair growth	0.5	1	0	0.5
PC17. repeat until all hair is removed	0.5	0.5	0	0.5
PC18. wipe away excess wax with a post-wax oil and apply a soothing lotion	0.5	0.5	0	0.5
Perform Brazilian waxing	5.5	11	0	4.5

	PC19. ensure client comfort and privacy – have disposable underwear or towels for modesty	1	2	0	1
	PC20. cleanse the bikini area and apply pre-wax powder to absorb moisture	0.5	0.5	0	0
	PC21. warm the hard wax and apply a thick layer in sections	0	0.5	0	0.5
	PC22. let it cool until it hardens slightly and can be peeled off	1	2	0	0.5
	PC23. hold the skin taut and remove the wax in a swift motion	1	2	0	0.5
	PC24. repeat the process for all desired areas	1	2	0	1
	PC25. apply a soothing post-wax oil or lotion to prevent irritation	1	2	0	1
	Perform Peel off waxing	2	4	0	1.5
	PC26. heat the hard wax to a honey-like consistency	0	0.5	0	0
	PC27. cleanse the skin and apply a thin layer of wax in the direction of hair growth	0.5	1	0	0.5
	PC28. allow the wax to cool and harden (30–60 seconds)	0.5	1	0	0.5
	PC29. hold the skin taut and peel off the wax in one quick motion	0.5	1	0	0.5
	PC30. remove any residue with a post-wax oil	0.5	0.5	0	0
	Perform Roller waxing	3	8	0	4
	PC31. insert a wax cartridge into the roller wax warmer	0.5	1	0	0.5
	PC32. once warmed, roll the applicator over the skin in the direction of hair growth	1	3	0	2
	PC33. apply a waxing strip and press firmly	0.5	2	0	0.5
	PC34. remove the strip in a quick, opposite motion	0.5	1	0	0.5
	PC35. cleanse the skin and apply a soothing lotion	0.5	1	0	0.5
	Perform post-procedure tasks	6	12.5	0	5
	PC36. 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	1	0	0.5

	PC37. discontinue service, and do not provide advice and recommendations where contraactions occur	0.5	1	0	0.5
	PC38. clean the treated area and use a suitable soothing product for post procedure relief as per organisational standards	1	2	0	0.5
	PC39. record the therapy details accurately as required by the organisation policies and procedures in a timely manner	0.5	1.5	0	0.5
	PC40. store information securely in line with the salons policies	0.5	1	0	0.5
	PC41. provide specific after-procedure, homecare advice and recommendations for product use and further services to the client	0.5	1	0	0.5
	PC42. ask questions to check with the client their satisfaction with the finished result	0.5	1	0	0.5
	PC43. 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	0	0.5
	PC44. minimize the wastage of products by using products economically and following correct storage procedures as per manufacturers instructions	0.5	1	0	0.5
	PC45. store chemicals and equipment securely post service	0.5	1	0	0.5
	PC46. dispose all waste safely according to the salons standards of hygiene and safety	0.5	1	0	0
Total Marks		26	48	0	26
BWS/N0106 Perform make-up services	Apply make-up for day, evening and special occasions	15.5	31	0	17
	PC1. adhere to the health and safety standards laid out by the manufacturer and organization	0.5	2	0	0.5
	PC2. ask relevant and effective questions to the client to identify contra-indications to skin and make-up products, if any	1	1	0	1

	PC3. sanitize the hands prior to treatment commencement	0.5	2	0	0.5
	PC4. prepare the client and provide suitable protective apparel	1	1	0	1
	PC5. position self and client throughout procedure to ensure privacy, comfort and wellbeing	1	1	0	1
	PC6. define a suitable treatment plan to meet the clients needs	1	1	0	1
	PC7. select and prepare suitable skin care and make up products to meet the clients needs and work plan	0.5	2	0	0.5
	PC8. clarify the client's understanding and expectation prior to commencement of procedure	1	1	0	1
	PC9. clean, tone and moisturize the skin to suit the clients skin type and needs in the correct sequence, applying correct techniques, using organization approved tools and processes	0.5	2	0	0.5
	PC10. conceal skin imperfections and blemishes, using the suitable color corrective products, where required applying correct techniques and procedures	0.5	2	0	0.5
	PC11. select and apply the correct make-up products to enhance facial features, to suit the clients needs and achieve the desired effect for the occasion, applying correct techniques as per organization standards	0.5	2	0	0.5
	PC12. adapt the make-up procedure using materials, equipment and techniques correctly and safely to meet the needs of the client, where required	0.5	2	0	0.5
	PC13. adjust the clients position to meet the needs of the service without causing them discomfort	1	1	0	1
	PC14. 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	1	1	0	1
	PC15. complete the procedure to the satisfaction of the client in a commercially acceptable time and as per organizational standards	1	1	0	1

	PC16. ensure the work area is kept clean and tidy during the service	0.5	1	0	1
	PC17. dispose waste materials as per organizational standards in a safe and hygienic manner	0.5	1	0	1
	PC18. record details of the procedure accurately as per organizational policy and approved practice	0.5	2	0	0.5
	PC19. store information securely in line with the salons policies	1	2	0	0.5
	PC20. provide specific after-procedure, homecare advice and recommendations for product use and further services to the client	0.5	1	0	0.5
	PC21. ask questions to check with the client their satisfaction with the finished result	0.5	1.5	0	1.5
	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	0.5	0.5	0	0.5
	Perform the different draping styles of saree, dupatta, dhoti and safa	4.5	19	0	13
	PC23. select a fabric that complements the style and occasion. Lightweight fabrics like georgette or chiffon drape differently than heavier ones like silk or brocade	0.5	3	0	2
	PC24. ensure the base garment (petticoat for saree, churidar for dupatta, or pyjama for dhoti) is tied snugly to hold the drape in place without slipping	0.5	3	0	2
	PC25. create even pleats or folds to achieve a structured look. This is crucial for sarees, dupattas, and safas, ensuring symmetry and elegance	1	3	0	2
	PC26. check the length of the drape before finalizing. Saree pleats should touch the floor, dupattas should be pinned at the right spots, and dhoti folds should be even on both sides	0.5	2.5	0	1.5
	PC27. use safety pins or tucks to keep the drape in place, especially in areas prone to movement. Pin	0.5	2.5	0	1.5

	saree pleats at the waist, lehenga dupattas at the shoulder, and safa layers at the back				
	PC28. experiment with different draping styles based on the occasion. For example, Gujarati and Bengali saree drapes differ, just like a Maharashtrian dhoti differs from a South Indian veshti	1	3	0	2
	PC29. once draped, check if it's comfortable to move and sit in. Adjust for symmetry and smooth out any uneven pleats or wrinkles for a polished look	0.5	2	0	2
	Total Marks	20	50	0	30
BWS/N0208	Perform hair styling and dressing	20	50	0	30
Perform hair styling and dressing	PC1. • use suitable consultation techniques to identify the clients wishes for the desired look before dressing the hair, including with parents or guardians for minors Consultation techniques: eg. ask questions, catalogue of styles, chart or image referencing, computer aided simulations	1	3	0	2
	PC2. ensure a guardian/parent is present for minors under age 14	1	2	0	1
	PC3. identify and analyse the condition of the hair and its effect on treatment or procedure selection for achievement of the required results	1	3	0	2
	PC4. select the most suitable drying, setting, styling and finishing techniques to achieve the desired look	1	3	0	2
	PC5. perform back combing /back brushing technique as required	1	2	0	1
	PC6. control and secure hair effectively into place, during dressing	1	3	0	2
	PC7. dress the hair to the satisfaction of the client	1	2	0	1
	PC8. position self and client to ensure privacy, comfort and safety, throughout the service	1	3	0	2
	PC9. perform and adapt the procedure using materials, equipment and techniques correctly and safely to meet the needs of the client	1	2	0	2

	PC10. apply finishing product following manufacturers instructions to maintain the style	1	3	0	2
	PC11. ensure the finished style takes into account the critical influencing factors(Influencing factors: length, density, condition of hair, etc.)	1	3	0	2
	PC12. ask questions to check with the client their satisfaction with the finished result	1	2	0	1
	PC13. 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	2	0	1
	PC14. use work methods to minimise wastage	1	3	0	1
	PC15. dispose waste materials as per organisational standards in a safe and hygienic manner	1	1	0	1
	PC16. complete the procedure to the satisfaction of the client in a commercially acceptable time and as per organisational standards	1	3	0	2
	PC17. record details of the procedure accurately as per organisational policy and procedures	1	3	0	2
	PC18. store information securely in line with the salons policies	1	3	0	1
	PC19. provide specific after-procedure, homecare advice and recommendations for product use and further services to the client	2	4	0	2
Total Marks		20	50	0	30
BWS/N0107 Perform facial electrotherapy	Perform facial electrotherapy	20	80	0	32
	PC1. adhere to the health and safety standards laid out by the manufacturer and organization	2	3	0	2
	PC2. position self and client throughout treatment to ensure privacy, comfort and wellbeing	1	3	0	2
	PC3. use suitable consultation techniques to identify treatment objectives. Carry out skin analysis and relevant tests	1	3	0	2

PC4. perform and adapt the therapy using materials, equipment and techniques correctly and safely to meet the needs of the client and follow manufacturers instructions.	1	3	0	2
PC5. consult with clients on background, medical history etc with consent form	2	3	0	2
PC6. carry out facial electrotherapy to improve facial and skin condition using direct high frequency, galvanic, EMS, microcurrent and lymphatic drainage equipment	1	3	0	2
PC7. Electro Muscle Stimulator (EMS) Use Electro Muscle Stimulator (EMS) on the motor points of the facial muscles Constantly monitoring the intensity of frequency, the time and comfort of the client throughout the procedure.	1	3	0	2
PC8. lymphatic drainage equipment Ventouse Choose the appropriate size and type of Ventouse Choose and use the correct strokes and amount of suction in towards the lymph nodes	1	3	0	2
PC9. Galvanic To perform application of desincrustation/ iontophoresis gel/solution. To know Galvanic electrode preparation To know Maintenance of galvanic electrodes	1	3	0	2
PC10. High-frequency To perform Direct highfrequency method To perform Indirect highfrequency method To know Maintenance of high frequency electrodes	1	3	0	2
PC11. Micro current To perform application of micro current with appropriate lubricant, intensity and frequency following manufacturers instructions, Maintenance of micro current electrodes	1	3	0	2
PC12. perform application of ultrasonic for facial rejuvenation and improved skin conditions	1	3	0	2
PC13. clarify the client's understanding and expectation prior to commencement of treatment	2	3	0	2

	PC14. complete the therapy to the satisfaction of the guest in a commercially acceptable time	2	3	0	2
	PC15. record the therapy accurately and store information securely in line with the organizations policies	1	3	0	2
	PC16. provide specific after-process advice to the client	1	3	0	2
	Total Hours	20	48	0	32
BWS/N9002 Maintain health and safety at the workplace	Maintain health and safety at the workplace	33	45	0	22
	PC1. ensure proper supply of Personal Protective Equipment such as tissues, antibacterial soaps, alcohol-based hand cleansers, triple layered surgical face masks, gloves, etc. for the employees and clientele	3	5	0	2
	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	4	0	2
	PC3. set up and position oneself, equipment, chemicals, products and tools in the work area to meet legal, hygiene and safety requirements	3	4	0	2
	PC4. clean and sterilize all tools and equipment before and after use	3	4	0	2
	PC5. maintain one's posture and position to minimize fatigue, risk of injury and chances of cross infection	3	4	0	2
	PC6. dispose waste materials in accordance to the industry accepted standards	3	4	0	2
	PC7. maintain first aid kit and keep oneself updated on the first aid procedures	3	4	0	2
	PC8. identify and document potential risks and hazards in the workplace	3	4	0	2
	PC9. accurately maintain accident reports	3	4	0	2

	PC10. report health and safety risks/ hazards to concerned personnel	3	4	0	2
	PC11. use tools, equipment, chemicals and products in accordance with the guidelines and manufacturers' instructions	3	4	0	2
	Total Marks	33	45	0	22
BWS/N9003 Create a positive impression at the workplace	Appearance and Behavior	7	10	0	5
	PC1. ensure maintaining good health and personal hygiene such as sanitized hands, neatly tied and covered hair, clean nails, etc.	2	3	0	1
	PC2. meet the organization's standards of grooming (courtesy, behavior and efficiency) such as engaging with clients with no gender stereotyping, positioning self and client in a manner, to ensure privacy, comfort and well-being of all the genders throughout the services, etc.	2	3	0	1
	PC3. stay free from intoxicants while on duty	1	2	0	1
	PC4. wear and carry organization's uniform and accessories correctly and smartly by sanitizing it in hot water with detergent and bleach	2	2	0	2
	Task execution as per organization's standards	10	13	0	5
	PC5. take appropriate and approved actions in line with instructions and guidelines	2	2	0	1
	PC6. participate in workplace activities as a part of the larger team	2	3	0	1
	PC7. report to supervisor immediately in case there are any work issues	2	2	0	1
	PC8. use appropriate language, tone and gestures while interacting with guests from different cultural and religious backgrounds, age, disabilities and gender	2	3	0	1
	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	2	3	0	1

	accounts, linking Aadhaar card to bank account, using various e-commerce platforms); self-ownership, etc.				
	Communication and Information record	18	23	0	9
	PC10. communicate procedure related information to guests based on the sectors code of practices and organisations procedures/ guidelines	2	3	0	1
	PC11. communicate role related information to stakeholders in a polite manner and resolve queries, if any	2	2	0	1
	PC12. assist and guide guests to services or products based on their needs	2	3	0	1
	PC13. report and record instances of aggressive/ unruly behavior and seek assistance	2	2	0	1
	PC14. use communication equipment (phone, email etc.) as mandated by the organization	2	2	0	1
	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	2	0	1
	PC16. maintain confidentiality of information, as required, in the role	2	3	0	1
	PC17. communicate the internalization of gender & its concepts at work place	2	3	0	1
	PC18. conduct various workshops for the employees at workplace; using range of technologies that aid PwDs at the workplace, etc.	2	3	0	1
	Total Marks	35	46	0	19
BWS/N9004	Manage and lead a team	22	42	0	36
Manage and lead a team	PC1. ensure team is aware of the schedule and job expectations on a daily basis	2	5	0	3
	PC2. involve team in regular meetings to communicate information intended for them	2	5	0	4
	PC3. ensure communication to team on any changes in policies/ processes by the organization through required verbal/ written mechanisms	4	6	0	5

	PC4. ensure participation of team in various engagement initiatives organized by the organization	3	4	0	3
	PC5. counsel and address issues among team for any work related issues	2	4	0	4
	PC6. support the centre manager the deployment of team as per client schedule and the organizational norms and guidelines	2	4	0	4
	PC7. ensure periodic training of the team and support the team by delivering trainings	2	4	0	4
	PC8. share knowledge of processes, techniques, therapies and products with the team to enhance their skill levels	3	6	0	5
	PC9. provide feedback to the centre manager pertaining to performance appraisals of team	2	4	0	4
	Total Hours	22	42	0	36
BWS/N9005 Consult and advise clients	Consult and advise clients	18	45	0	37
	PC1. adhere to the health and safety standards laid out by the organization	1	3	0	2
	PC2. identify the client needs for services and products taking into account factors that may limit or affect the choice	2	6	0	4
	PC3. analyse the treatment/ activity area, visually and carry out necessary tests	2	4	0	4
	PC4. consult the client by questioning to identify contra-indications to products/ services and provide recommendations for treatments/ services that are suitable to the client	2	5	0	4
	PC5. define a suitable treatment/ plan to meet the clients needs	2	4	0	4
	PC6. confirm to the client the pricing and duration of service and products and address client queries	2	4	0	4
	PC7. communicate effectively with the client to maintain client's goodwill trust	2	4	0	4
	PC8. clarify the client's understanding and expectation prior to commencement of treatment	2	4	0	4

	PC9. provide after care advice and recommendations to the client	2	5	0	4
	PC10. record the client and treatment details accurately and store information securely in line with the organizations policies	1	6	0	3
	Total Hours	18	45	0	37
BWS/N9006 Promote and sell services and products	Promote and sell services and products	24	44	0	32
	PC1. greet clients when they enter the retail outlet and direct them to the counter based on their needs	1	2	0	2
	PC2. identify the client needs for services and products taking into account factors that may limit or affect the choice	2	4	0	2
	PC3. analyse the treatment/ activity area, visually and carry out necessary tests	1	2	0	2
	PC4. consult the client by questioning to identify contra-indications to products/ services and provide recommendations for treatments/ services that are suitable to the client	1	2	0	2
	PC5. provide product, promotion, and pricing information as per clients requirements and address client queries	1	2	0	2
	PC6. define a suitable treatment/ service plan to meet the clients needs	1	2	0	2
	PC7. communicate effectively with the client to maintain client's goodwill trust	2	3	0	2
	PC8. clarify the client's understanding and expectation prior to commencement of treatment/ service or sale of product	2	3	0	2
	PC9. maintain a client database by inputting client profiles and updates	1	2	0	2
	PC10. make arrangements for the clients needing a refund or replacement of their products/ equipment based on company policy	2	3	0	2

	PC11. assist in managing the product/ equipment inventory and ordering products/ equipment based on inventory status	2	3	0	2
	PC12. assist in maintaining promotional database by inputting invoices and bill-back data as per organization standards	2	3	0	2
	PC13. set up and manage the display area of the range of products/ equipment available in the organization	2	3	0	2
	PC14. label the displayed products/ equipment clearly, accurately in alignment to the required standards	2	3	0	2
	PC15. provide after care advice and recommendations to the client	1	3	0	2
	PC16. record the client and treatment/ service details accurately and store information securely in line with the centers policies	1	4	0	2
	Total Hours	24	44	0	32
DGT/VSQ/N0102 Employability Skills (60 hours)	Introduction to Employability Skills				
	PC1. identify employability skills required for jobs in various industries	0	0.5	0	0.5
	PC2. identify and explore learning and employability portals	0.5	0	0	0.5
	Constitutional values – Citizenship				
	PC3. recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.	0	0.5	0	0.5
	PC4. follow environmentally sustainable practices	0	0.5	0	0.5
	Becoming a Professional in the 21st Century				
	PC5. recognize the significance of 21st Century Skills for employment	0.5	0	0	0.5
	PC6. practice the 21st Century Skills such as SelfAwareness, Behaviour Skills, time management,	0	0.5	0	0.5

	critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life				
	Basic English Skills				
	PC7. use basic English for everyday conversation in different contexts, in person and over the telephone	0.5	0.5	0	0.5
	PC8. read and understand routine information, notes, instructions, mails, letters etc. written in English	0.5	0	0	0.5
	PC9. write short messages, notes, letters, e-mails etc. in English	0	0.5	0	0.5
	Career Development & Goal Setting				
	PC10. understand the difference between job and career	0.5	0	0	0.5
	PC11. prepare a career development plan with short-and long-term goals, based on aptitude	0	0.5	0	0.5
	Communication Skills				
	PC12. follow verbal and non-verbal communication etiquette and active listening techniques in various settings	0	0.5	0	0.5
	PC13. work collaboratively with others in a team	0	0.5	0	0.5
	Diversity & Inclusion				
	PC14. communicate and behave appropriately with all genders and PwD	0	0.5	0	0.5
	PC15. escalate any issues related to sexual harassment at workplace according to POSH Act	0	0.5	0	0.5
	Financial and Legal Literacy				
	PC16. select financial institutions, products and services as per requirement	0	0.5	0	0.5
	PC17. carry out offline and online financial transactions, safely and securely	0.5	0	0	0.5
	PC18. identify common components of salary and compute income, expenses, taxes, investments etc	0.5	0	0	0.5
	PC19. identify relevant rights and laws and use legal aids to fight against legal exploitation	0.5	0	0	0.5

	Essential Digital Skills				
	PC20. operate digital devices and carry out basic internet operations securely and safely	0	1.5	0	0.5
	PC21. use e- mail and social media platforms and virtual collaboration tools to work effectively	0	1	0	0.5
	PC22. use basic features of word processor, spreadsheets, and presentations	0.5	0	0	0.5
	Entrepreneurship				
	PC23. identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	0.5	0	0	0.5
	PC24. develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	0.5	2	0	0.5
	PC25. identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity	0.5	0	0	0.5
	Customer Service				
	PC26. identify different types of customers	0.5	2	0	0.5
	PC27. identify and respond to customer requests and needs in a professional manner.	0.5	0	0	0.5
	PC28. follow appropriate hygiene and grooming standards	0.5	0	0	0.5
	Getting ready for apprenticeship & Jobs				
	PC29. create a professional Curriculum vitae (Résumé)	0.5	2	0	0.5
	PC30. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	0	3	0	0.5
	PC31. apply to identified job openings using offline /online methods as per requirement	0	3	0	0.5
	PC32. answer questions politely, with clarity and confidence, during recruitment and selection	0.5	3	0	0.5

	PC33. identify apprenticeship opportunities and register for it as per guidelines and requirements	0.5	1.5	0	0
	Total Hours	9	25	0	16
Grand Total		285	526	0	339

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 Senior Beauty Therapist) 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