



## **QUALIFICATION FILE – PM Vishwakarma**

### **Darzi (Advance)**

**NCrF/NSQF Level: 3**

**Submitted By: Apparel, Made-ups & Home Furnishing Sector Skill Council**

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**Apparel, Made-ups & Home Furnishing Sector Skill Council**

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## Section 1: Advanced Details


1.	<b>PM Vishwakarma -Qualification Name</b>	<b>Darzi - Advanced</b>					
2.	<b>Sector</b>	<b>AMHSSC</b>					
3.	<b>Related Qualification Available on NQR (wherever applicable)</b>	<b>Name: NA</b>	<b>NQR Code &amp; version: NA, version 1</b>				
4.	<b>National Qualification Register (NQR) Code &amp; Version (Will be issued after NSQC approval.)</b>	NG-03-AP-02338-2024-V1-AMHSSC	<b>5. NCrF/NSQF Level: 3</b>				
6.	<b>Brief Description of the Job Role</b>	Darzi is a skilled tailor versed with making customized various types of dresses. The job thus involves taking measurement, cutting fabric as per measurement and sewing with the help of ordinary sewing machines. The person also does alteration works of stitched dress materials to correct and fit as per customer requirements. Further with PM Vishwakarma scheme the aim is to achieve Up gradation of Vishwakarmas to power tools for Darzi and to provide support to enhance the capacity, productivity and quality of products.					
7.	<b>Eligibility Criteria for Entry for a Student/Trainee/Learner/Employee</b>	<p><b>a. Entry Qualification &amp; Relevant Experience:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">S. No.</th> <th>Academic/Skill Qualification (with Specialization - if applicable)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Existing Vishwakarmas duly verified as per the Scheme</td> </tr> </tbody> </table> <p><b>b. Age – No Limit</b></p>		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	1	Existing Vishwakarmas duly verified as per the Scheme
S. No.	Academic/Skill Qualification (with Specialization - if applicable)						
1	Existing Vishwakarmas duly verified as per the Scheme						
8.	<b>Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))</b>	4	<b>9. Common Cost Norm Category (I/II/III): 1</b>				
10.	<b>Any Licensing Requirements for Undertaking Training on This Qualification (wherever applicable)</b>	NA					


11.	<b>Training Duration by Modes of Training Delivery</b> (as per requirement of the qualification)				
		<b>Training Delivery Mode</b>	<b>Theory (Hours)</b>	<b>Practical (Hours)</b>	<b>Total (Hours)</b>
		<b>Classroom (offline)</b>	03:00- Introduction to Scheme	-	03:00- Introduction to Scheme
			09:00 Entrepreneurship skills and design workshops	18:00 Entrepreneurship skills and design workshops	27:00 Entrepreneurship skills and design workshops
			14:00 Domain Based	31:00 Domain Based	45:00 Domain Based- Darzi
06:30 (Digital Literacy) + 06:30 (Financial Lit.) + 06:00 (Marketing & Branding)	08:30 (Digital Literacy) + 08:30 (Financial Lit.) + 09:00 (Marketing & Branding)	15:00 (Digital Literacy) + 15:00 (Financial Lit.) + 15:00 (Marketing & Branding)			
<b>Total Duration</b>	45:00	75:00	120:00		
12.	<b>Is the Qualification Amenable to Persons with Disability</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If “Yes”, specify applicable type of Disability: NA			
13.	<b>Name and Contact Details Submitting / Awarding Body SPOC</b> (In case of CS or MS, provide details of both Lead AB & Supporting ABs)	Name: Amit Singh, Priya Mathur Email: <a href="mailto:jdqs@sscammh.com">jdqs@sscammh.com</a> , <a href="mailto:jdqs1@sscammh.com">jdqs1@sscammh.com</a> Contact No.: 09599929121, 8810692673 Website: <a href="http://www.sscammh.com">www.sscammh.com</a>			
14.	<b>Final Approval Date by NSQC: 15<sup>th</sup> May 2024</b>	<b>15. Validity Duration:</b>		<b>16. Next Review Date:</b>	





## Section 2: Tools and Equipment Details






### List of Tools and Equipment

Batch Size:





S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size of 30	Tool Image/ Image URL
1	Light duty straight stitch foot operated sewing machine with RSM Pipe Stand / Table and 1/12 H.P. motor for Domestic Industrial use  (Preferred by Boutiques)	Light Duty Sewing Machine for Domestic Industrial use. ISI Marked Size of Bed - 399mm x 178mm. Fly Wheel - Spoke type, light weight as per approved sample, matching with body Colour. It must be free from wobbling. Knee Lifter Needle Plate and Slide Plate - Sliding type - Matt Finish Take up lever - Link motion Needle system - 16/100, DB X 1 – Round shank. Shuttle system - Full Rotary Shuttle Hook. Minimum gap below presser foot - 6 mm minimum. Max. stitch per minute - 1800 nos. Max. stitch length - 4.2 mm. Type of stitch - Two thread lock stitch. Stand Material – Mild Steel Sheet, Mild Steel Square Pipe and Mild Steel Square Rod. The Powder coating shall be smooth, uniform, with high gloss and hardness and free from run, dust, mars, peeling, dents, scratches, overflow etc. Minimum height of Side Leg	30(1 Each)	

		<p>(including Resting Pad) shall be 720 mm.          Minimum diameter of Wheel (bottom of Belt groove) shall be 440 mm.          Minimum width of Center Brace shall be 625 mm          Minimum size of Treadle shall be 330 x 250 mm.          Pitman rod with double ball bearing, Wheel Stud – Golden plated and other hardware items like; Nuts, Bolts and Washer's must be free from rust.          Net weight: 10.500 Kg. ± 250 gms.          Table shape : Rectangular with rounded corner. The Length X Breadth of the laminated Table is (36 + 9)" x 18" respectively with a tolerance of minus ¼" on each side.          Overall thickness should be 25 mm + - 1.5 mm.          Drawer with Runner          Oil tray          Motor Output Horse Power : 62 Watts / 1/12 Horse power (HP)          Type of Motor : Alternating current (AC)/Direct Current (DC) Universal          Stator Coil material: Copper          Copper Coil Weight : Total weight 100 grams          Speed @ Full load : 6500 Revolutions per minute (RPM)</p>		
2	Bobbin & Bobbin Case	1 High quality bobbin case, 5 high quality aluminium bobbins, 1 pair of right & left single/zipper foot, 1 gathering foot, 1 box [10nos] sewing machine needle of size 14 and 1box	60 (2 Pairs each)	

		[10nos] sewing machine needle of size 16.		
3	Tailoring Scissors	Plastic handled stainless steel scissor for cutting Paper and fabric Minimum Length 200 mm	30 (1 Pair each)	
4	Seam Ripper	Handy seam ripper with plastic cover, used for opening stitches for sewing and craft works, Total Size: 8.9 x 1cm/ 3.5" x 0.39"	60 (2 Each)	
5	Tracing wheel	Metal Tracing wheel with minimum length:- 15.2cm, and wheel gear diameter:- 2.2cm.	30 (1 Each)	
6	Tailor's Chalk	Extra smooth tailoring, sewing markers with fashion designing triangle scales, set of 15 dust free tailoring chalks	30 (1 Box Each)	

7	Safety Pins	Steel safety pins of medium (3.5cm) and large sizes (5.5cm)	30 (1 Box Each)	
8	L Scale	-Size - 14x24 Inch -Made of virgin moulded plastic -Tailoring Ruler L-Scale	30 (1 Each)	
9	Hip Curve	-Hip Curve Ruler - 30" -Has both side markings (cm/inch). -Material - Plastic	30 (1 Each)	
10	French Curve	Set of 3 French curves, with each curve sporting a different size and shape. Material Moulded Plastic	30 (1 Each)	
11	Measuring Tape	Soft Plastic measuring tape of 150cm	30 (1 Each)	




12	Threads	180 mts polyester thread used in hand & machine work (set of 100)	30 (1 Box Each)	
13	Stationary	Pencil (HB) pack of 10 pcs	30 (1 Box Each)	
14	Thread Cutter	Metallic Blade size 3mm	60 (2 Each)	
15	Toolkit Bag	Bag with zip	30( 1 Each)	

### Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Computer (PC) with latest configurations – and Internet connection with standard operating system and standard word processor and worksheet software (Licensed)
2. (all software should either be latest version or one/two version below)As required
3. UPS As required
4. Scanner cum Printer As required
5. Computer Tables As required
6. Computer Chairs As required

- 7. LCD Projector As required
- 8. White Board 1200mm x 900mm As required

1.	Mobile Phone	SMART PHONE	30	
2.	Wifi/ Mobile internet	5G/4G/3G, 10 Mbps		

## Section 3: Performance Criteria & Assessment Criteria

1. **Description:** This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required to organize/ maintain work areas and activities to ensure tools and machines are operated as per norms. With **PM Vishwakarma scheme the candidate gets Up-gradation to power tools**. It also covers understanding of skills and competencies enabling one to require stitching components using motorized machines.

2. **Scope:**

The scope covers the following:

### Overview of PM Vishwakarma Scheme:

- Introduction to PM Vishwakarma scheme
- Benefits under PM Vishwakarma Scheme
- PM Vishwakarma Scheme Processes and Procedures

### Entrepreneurship skills, design workshops and BIS

- Carry out market trend analysis to determine key elements of design features and establish customer needs
- Monitor boutique performance while planning the display
- Demonstrate adherence to relevant BIS standards applicable to the apparel industry

### Usage of any new machinery/tools/equipment

- Prepare to Up gradation to power tools and operate motorized sewing machine
- Carry out the process of sewing for dress materials and common household items

### Digital Literacy:

- Advanced of using phones
- Using Internet and apps on phone
- Privacy and security

### Financial Literacy:

- Opening of a Bank Account
- Maintenance of a Bank Account
- Applying for a loan
- Timely repayment and closure of the loan
- Using Internet & Mobile Banking for making payments
- Using UPI and QR Code for making and receiving payments
- Selecting an appropriate savings product
- Buying an appropriate insurance product

#### Marketing and Branding

- Marketing Products and Services.
- Engaging with customers to establish long-term relationships.
- Establishing online marketplace linkages.
- Co-operative business methods

### 3. Performance Criteria & Assessment Criteria:

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>Overview of PM Vishwakarma Scheme</b>					<b>20</b>
<a href="#">Introduction to PM Vishwakarma scheme</a>					5
PC 1.	Hon'ble Prime Minister's vision for small businesses, traditional artisans, and craftsmen.				
PC 2.	Understanding of the scheme objective and its components: Samman, Skill Upgradation, Loan, Market place location, and trades.				
<a href="#">Benefits under PM Vishwakarma Scheme</a>					10
PC 3.	Importance of the PM Vishwakarma Certificate and ID Card.				

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
PC 4.	Highlight the core aim of Advanced Training: enhancing efficiency, productivity, and thereby income by introducing usage of new tools, best practices, digital and financial skills and option for availing and utilizing a 1 lakh loan				
PC 5.	Highlight the core aim of Advanced Training: discuss the transition from an artisan to an entrepreneur, hands-on training on advanced tools, option for availing and utilizing 2 lakh loan.				
PC 6.	Discuss the importance of self-assessment: to check their achievements against the identified goals and upskill to stay updated in one's craft and business.				
<b>PM Vishwakarma Scheme Processes and Procedures</b>					5
PC 7.	Discuss the complete application procedure, including where and how to apply.				
PC 8.	Understand the lending process, terms and conditions, flexible repayment structure, importance of digital transactions and associated incentives.				
PC 9.	Identify various Government schemes and the role of various stakeholders at National and State Level for PM Vishwakarma scheme.				

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>Entrepreneurship skills, design workshops and BIS</b>		<b>70</b>	<b>60</b>	<b>0</b>	<b>20</b>
<i>Element 1 - Carry out Market trend analysis to determine key elements of design features and establish customer needs</i>		<b>40</b>	<b>30</b>	<b>0</b>	<b>10</b>
PC1	Conduct research on fashion trends, target market, fashion forecast and identify the theme				
PC2	Carry out research on latest trends and contemporary fashion and identify new and promising materials, as well as sources/suppliers for procurement of such items				
PC3	Determine Design themes and style requirements of design				
PC4	Ensure/develop Sketches, drawings and samples are used to illustrate design requirements, as appropriate				
PC5	Review product range and previous designs developed by the business to assess relevance to current design				

PC6	Identify quality standards, budget, cost points and time constraints as applicable to the product				
PC7	Develop photo sample of similar or identical designs to persuade customers for order booking				
PC8	Book order for the product and record details of order booking in suitable form/format				
PC9	Confirm any special requirements with the client				
PC10	Make a final cost sheet for the making bill.				
PC11	Ensure quality, safety, efficiency, and interoperability of products, processes, and services.				
PC12	Describe product certification through the ISI mark, indicating compliance with Indian Standards for quality and safety.				
PC13	Demonstrate adherence to relevant BIS standards applicable to the apparel industry				
<i>Element 2- Monitor boutique performance while planning the display</i>		<b>30</b>	<b>30</b>	<b>0</b>	<b>10</b>
PC14	Set business objectives for the boutique which are smart (specific, measurable, achievable, realistic and time-bound)				
PC15	Plan achievement of goals and objectives defined in line with business objectives and efficient time schedule				
PC16	Monitor progress periodically with suitable management tools and techniques				
PC17	Plan the inventory management and ensure optimal utilization for all tools and resources				
PC18	Plan the display of the boutique according to marketing standards and ensure appropriate				
PC19	Plan and maintain the customer feedback and stock register				
<b>Total Marks</b>		<b>70</b>	<b>60</b>	<b>0</b>	<b>20</b>

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>Usage of any new machinery/tools/equipment</b>		<b>20</b>	<b>70</b>	<b>0</b>	<b>10</b>
<i>Element 1 - Prepare to Up gradation to power tools and operate motorized sewing machine</i>		<b>10</b>	<b>30</b>	<b>0</b>	<b>5</b>
PC1	Make sure the work area is free from hazards				
PC2	Check that machine is safe and set up in readiness for use				
PC3	Set up machine (Apparel Sewing machine) according to instructions and product requirements				
PC4	Connect the Machine to the power source correctly.				
PC5	Thread the needle in the machine and adjust the needle as per the requirements and the fabric type.				

PC6	Set thread tension as per the thickness of stitching thread and sewing fabric cut panel				
PC7	Check the equipment prior to making the stitching, including: a) Correct tools b) Correct attachments c) Changing needles d) Changing threads e) Changing awls f) Correct timing				
PC8	Check needles, and threads thoroughly				
PC9	Perform a test sewing run to ensure appropriate stitching				
PC10	Operate machines safely and in accordance with guidelines and use appropriate needle guard.				
PC11	Optimize the correct positioning and layout of materials to ensure a smooth and rapid throughput as directed				
<i>Element 2- Carry out the process of sewing for dress materials and common household items</i>		<b>10</b>	<b>40</b>	<b>0</b>	<b>5</b>
PC12	Use the correct patterns and work-aids				
PC13	Carry out test sewing to ensure defect free stitching.				
PC14	Stitch the correct materials in the right sequence as required by the product specification				
PC15	Ensure stitched product conforms to shape and size requirement				
PC16	Ensure stitched products meets specification in terms of labels and trims				
PC17	Inspect the finally stitched garment/component for any stitching defect.				
PC18	Inspect stitched products against specifications.				
PC19	Carry out alterations to meet customer requirements				
PC20	Rectify or repair where stitched items do not meet product specification				
PC21	Clean and make safe machines after use and cover the machine with machine cover				
PC22	Cut the thread appropriately after completion of sewing operation				
PC23	Carry out Advanced Autonomous maintenance (Cleaning, Oil Checking, Right Threading, Tightening any loose parts of own machines				
PC24	Leave work area safe and secure when work is complete and clean the machine and cover it with machine cover before you leave				
<b>Total Marks</b>		<b>20</b>	<b>70</b>	<b>0</b>	<b>10</b>

<b>Digital Literacy</b>	<b>45</b>	<b>55</b>	<b>0</b>	<b>0</b>
<i>Advanced features of using mobile phones (Smart Phones)</i>	10	10		

PC 1.	Use the mobile phone in a secure way by locking/unlocking phone/apps using various options like face recognition, fingerprint etc.				
PC 2.	Use advanced camera features for business tasks, like scanning QR codes.				
PC 3.	Crop photos, take screenshots, and share them as attachments.				
PC 4.	Understand how to use features like conference calls, call recording, and call forwarding.				
PC 5.	Access and manage documents stored in different folders in phone. Eg. File folder, download folder, etc.				
PC 6.	Manage phone memory and data storage.				
PC 7.	Use other features of smartphone such as Airplane mode, Do Not Disturb, Bluetooth, other sharing services etc.				
PC 8.	Using voice assistant on Smartphones for tasks like setting reminders, asking questions, etc.				
<b>Using advanced Internet and mobile applications (Apps)</b>		20	30		
PC 9.	Connect to internet using Wi-Fi, Mobile Data.				
PC 10.	How to secure various apps installed on phone.				
PC 11.	Using mobile applications to compress pictures and documents.				
PC 12.	Access, store, and share documents using Google Drive from your phone.				
PC 13.	Use apps for managing schedules and appointments.				
PC 14.	Utilize Advanced Features of WhatsApp, Gmail, Google Maps, PayTM, and other social media applications such as Facebook and YouTube.				
PC 15.	Using Video conferencing features in different apps ( Zoom etc.)				
PC 16.	Create and improve business profiles on relevant social media platforms to reach more customers using features of geo-tagging.				
PC 17.	Interact with customers by responding to messages and comments promptly, and share business-related content effectively.				
PC 18.	Using applications for customer service interaction ( chat and voice calls)				
PC 19.	Usage of common applications like currency conversion, interest calculation etc.				
PC 20.	Usage of apps to help in various trades like carpenter, tailor etc. (Measurement and calculation apps, find and obtain construction material, manage inventory, learn new techniques and best practices in their specific trade)				
<b>Privacy and security related to Internet and mobile phones</b>		15	15		
PC 21.	Identification of authentic calls and blocking SPAM calls				



PC 22.	Apply safe and ethical browsing practices (protecting identity) online privacy and the potential risks associated with social media use.				
PC 23.	Understand how to safely store passwords and apply the same.				
PC 24.	Identify common online harassment scenarios (e.g., hate speech etc, cyberbullying), prevention, consequences and ways to deal with them.				
PC 25.	Understanding fake and real information, importance of verifying the content available on the net and also understanding the responsibility while sharing any content.				
PC 26.	Learn to identify deep fake AI generated frauds and reporting to the concerned authorities.				
<b>Financial Literacy</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>60</b>
<b>Importance of Being Financial Literate</b>					<b>10</b>
PC 1.	Explain advanced financial terms such as long and short-term assets, liabilities, investments, debit, credit, etc				
PC 2.	Understand various types of business-related financial transactions and their uses in business scenarios				
PC 3.	Describe various types of payment methods such as cheques, UPI, RTGS etc				
PC 4.	Use mobile applications and online platforms to track expenses and manage financial goals (mention some names).				
PC 5.	Know about various Government schemes such as Pradhan Mantri Jan Dhan Yojana, Jeevan Jyoti Bima Yojana, Suraksha Bima Yojana, Sukanya Samridhi Yojana, National Pension Scheme (NPS), Atal Pension Yojna (APY)				
<b>Managing bank account</b>					<b>10</b>
PC 1.	Know various banking services offered by bank such as transfer-receipt of money, deposit-withdrawal etc.				
PC 2.	Operate ATM, Deposit Cash/ Cheque through machines or manually				
PC 3.	Visit branch to operate and manage bank accounts				
PC 4.	Use mobile and net banking to operate and manage bank accounts				
PC 5.	Follow safety measures while managing bank accounts				
<b>Managing Loans</b>					<b>10</b>
PC 1.	Know various types and features of secured and unsecured loans				
PC 2.	Identify appropriate type of loan as per need, purpose, and loan terms and conditions				
PC 3.	Select the loan repayment structure based on the interest rate and duration.				
PC 4.	Legal process for resolution of delay/ default in payment of loan instalment				

<b>Basic Understanding of taxes</b>					10
PC 1.	Know various types of Taxes such as Income tax, Goods and Services Tax (GST), etc.				
PC 2.	Explain simple terms related to taxation such as taxable income, tax rates, Tax Deductible at Source (TDS), Value of Goods etc.				
PC 3.	Understand important concepts and applicability of income tax and GST				
PC 4.	Understand Basic guidelines for filing income tax and GST returns, including deadlines				
<b>Using advanced features of Digital Payment Applications</b>					10
PC 1.	Install and configure Digital Payment Applications				
PC 2.	Learn and practice advanced features of Digital Payment Applications such as wallets, bill payments, recharge etc.				
PC 3.	Perform transactions using Digital Payment Applications such as UPI, RTGS, NEFT, IMPS etc.				
<b>Awareness and Prevention of Financial Frauds</b>					10
PC 1.	Identify common online financial frauds and spams and associated potential risks				
PC 2.	Apply safe and ethical practices for securing online transactions				
<b>Marketing and Branding</b>		50	50	0	0
<b>Marketing and Customer Insights</b>		10	10		
PC 1.	Conduct marketing activities for artisan products.				
PC 2.	Evaluate customer feedback to improve product offerings and marketing strategies.				
<b>Quality Assurance and Certification in Craftsmanship</b>		10	10		
PC 3.	PC 3: Obtain relevant quality certifications such as e ISI mark, Agmark and Hallmark.				
PC 4.	PC 4: Manage product quality as per quality standards.				
<b>Brand Development and Promotion Strategies</b>		10	10		
PC 5.	Understand brand identity to enhance sales and promotion.				
PC 6	Promote products through Social media and digital marketing.				
PC 7	Leverage National Marketing Committee support in operations and logistics.				
<b>E-Commerce Management for Artisans</b>		10	10		
PC 8.	Onboarding e-commerce platform.				
PC 9.	Understand process of cataloguing the products and services of Vishwakarmas				
PC 10.	Apply strategies for e-commerce linkage with GeM, Khadi India, MSME Mart.				
<b>Building Trade Network for Craft Business</b>		5	5		

PC 11.	Use digital marketing for wider reach and publicity of the Vishwakarma Scheme.				
PC 12.	Identify and collaborate with relevant Industry Bodies.				
PC 13.	Create links with suitable exporters and traders operating under the sector.				
<b>Establishing online marketplace linkages</b>		5	5		
PC 14.	Participate in trade fairs, exhibitions related to the products.				
PC 15.	Set up collective display of PM Vishwakarma Products to associations of the artisan groups.				
<b>GRAND TOTAL</b>		<b>185</b>	<b>235</b>	<b>0</b>	<b>110</b>

(Assessment Criteria may be specified at Element/PC level as per the requirement.)

## Section 4: Trainers & Assessors

1.	<b>Trainer's Qualification and experience in the relevant sector (in years)</b>	<p><b>Domain Trainer:</b> (Preference – Trainers from Industry/cluster/ working professionals who know operations of the required tools/ Certified trainers in relevant trades)</p> <p>Diploma/Graduation/Post graduate diploma/Post Graduate Degree in relevant trade or sector</p> <p>Relevant Experience- Designing, Pattern Making, Cutting, Sewing and Boutique Operations in local or industry set up also trainer must be aware of list of BIS standards, their certification, compliance of BIS standards</p> <p><b>Life Skills Trainer:</b> (Preference – Domain trainers may be onboarded on Life Skills to be certified Vishwakarma Trainer / Certified Life Skills trainer for Vishwakarma qualification)</p> <p><b>Digital Literacy:</b> Should be 10th Pass, Comfortable in Hindi, English and any vernacular language. Should be digitally literate, comfortable delivering this qualification to ensure that the desired learning outcome is met.</p>
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		<p><b>Financial Literacy:</b> Graduate with 5 years of experience in BFSI Sector</p> <p><b>Self-Employment:</b> 12th pass with 2-3 years of relevant experience in self-employment and small business domain and adult learning and at least 2 years of training experience. Comfortable in Hindi, English and any vernacular language. Should be digitally literate, comfortable delivering this qualification to ensure that the desired learning outcome is met.</p>
2.	<b>Assessor’s Qualification and experience in relevant sector (in years)</b>	<p><i>(Preference – Vishwakarma Trainer in relevant trades will be onboarded on assessments for becoming Certified Assessors / Certified Assessors in relevant trade. Certified assessor will also take the Life Skills Module assessment.)</i></p> <p>Diploma/Graduation/Post graduate diploma/Post Graduate Degree in relevant trade or sector</p> <p>Relevant Experience- Designing, Pattern Making, Cutting, Sewing and Boutique Operations in local or industry set up.</p>

## 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.

### Domain Skills- Darzi

#### 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 & geo tagged 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

## Financial Literacy:

### Assessment Guidelines

1. Criteria for assessment for each Qualification will be created by the Sector Skill Council. Each Element Name (EN) will be assigned marks proportional to its importance in NOS. SSC will also lay down the proportion of marks for Viva for each Element.
2. The assessment will be by conducting viva and would be based on the knowledge bank of questions created by the SSC.
3. Assessment will be conducted for all compulsory NOSs.
4. To pass the Qualification assessment, every trainee should score a minimum of 50% of % aggregate marks.
7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification.

## Self-Employment:

### Assessment system Overview

Assessment will be carried out by assessment partners with no link to training partners. Based on the results of assessment, MEPSC will certify the learners. Assessor has to pass online assessment of theoretical knowledge of the job role and approved by MEPSC.

The assessment will have both theory and practical components in 40:60 ratio.

While theory assessment is summative and a written exam; practical will involve demonstrations of applications and presentations of procedures and other components. Practical assessment will also be summative in nature.

### Testing Environment

Training partner has to share the batch start date and end date, number of trainees and the job role. Assessment will be fixed for a day after the end date of training. It could be next day or later. Assessment will be conducted at the training venue.

Room where assessment is conducted will be set with proper seating arrangements with enough space to prevent copying.

Question bank of theory and practical will be prepared by assessment agency and approved by MEPSC. From this set of questions, assessment agency will prepare the question paper. Theory testing will include multiple choice questions, pictorial question, etc. which will test the trainee on theoretical knowledge of the subject.

The theory and practical assessments will be carried out on same day. If number of candidates is many, more assessors and additional venue will be organized on same day of the assessment.

Presentation will be one mode of assessment and so computers and LCD projector will be available for assessment. Viva will be used to gauge trainees confidence and correct knowledge in handling assessment job situations.

The question paper will be pre-loaded in the computer and it will be in the language requested by the training partner.

### **Assessment Quality Assurance framework**

Assessor has to go through orientation program organized by Assessment Agency. The training would give an overview to the assessors on the overall framework of QP evaluation. Assessor shall be given a NOS and PC level overview of each QP as applicable. Overall structure of assessment and objectivity of the marking scheme will be explained to them.

The giving of marks will be driven by an objective framework which will maintain standardization of marking scheme.

In case of many candidates to be accommodated in one venue for theory assessment, caution is taken not to let the candidates who competed test meet those who have not. Once the first batch has moved out of the knowledge based assessment area, the second batch will be taken from the main waiting area and seated in the respective seats for their knowledge based assessment.

For practical assessment; the instructions for taking the test are clearly written on the board in the lab or shared with the candidates verbally.

The assessment will be video recorded and submitted to MEPSC. The training partner will also intimate the time of arrival of the assessor and time of leaving the venue. The assessor carries tablet which is geotagged. This allows MEPSC to additionally track this.

### **Methods of Validation**

Unless the trainee is registered, the person cannot undergo assessment. To further ensure that the person registered is the person appearing for assessment, id verification will be carried out. Adhar card number is part of registering the candidate for training. This will form the basis of further verification during the assessment. Unless the candidate's name is registered, the person cannot take the test.

Assessor conducts the assessment in accordance with the assessment guidelines and question bank as per the job role.

The assessor carries tablet with the loaded questions. This tablet is geotagged and so it is monitored to check their arrival and completion of assessment.

Video of the practical session is prepared and submitted to MEPSC.

Random spot checks/audit is conducted by MEPSC assigned persons to check the quality of assessment.

Assessment agency will be responsible to put details in SIP.

MEPSC will also validate the data and result received from the assessment agency.

#### **Method of assessment documentation and access**

The assessment agency will upload the result of assessment in the portal. The data will not be accessible for change by the assessment agency after the upload. The assessment data will be validated by MEPSC assessment team. After upload, only MEPSC can access this data. MEPSC approves the results within a week and uploads on SIP.

## Annexure: Acronym and Glossary

### Acronym

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

### Glossary

Term	Description
<b>National Occupational Standards (NOS)</b>	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.



<b>Qualification</b>	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
<b>Qualification File</b>	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.
<b>Sector</b>	A grouping of professional activities on the basis of their main economic function, product, service or technology.

## Annexure: Marketing and Branding

### Exercises for the Participants

**Objective:** To make participants assimilate the concepts taught and demonstrate the learning.

**Time and Task:** About 2 hours can be spent on first explaining the concept of value along with its elements and then perform the exercise. If the participants are literate trainer can ask them to write down points on papers. If the participants are dominantly illiterate then trainer can help them by writing down the points shared on board.

#### 4.1 Creating Value Table

Table-1: Value: {(benefits + Returns) – (Costs + Risks)}

All the elements given of value are to be defined from consumer's perspective. Benefits that the customers will receive because of the craftsperson's work. Returns, i.e., long term benefits that customers will receive. Costs are the payments (monetary and non-monetary) incurred by customers in availing the service or purchasing the product made by craftsperson. Risks to be avoided by customers by purchasing the product or service given by the concerned craftsperson. Overall customer's perspective is to be talked about in this exercise.

<b>Benefits</b>	<b>Returns</b>	<b>-</b>	<b>Costs</b>	<b>Risks</b>
- Functional	- Rent		- Monetary (Acquisition;	- Financial

- Emotional (bonding) - Social (Recognition) - Experiential (Design; Service; Brand)	- Income		Possession; Usage) - Time & Energy - Psychological	- Time - Psychological
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Each craftsperson should be able to learn the importance of communicating the value that his / her profession offers to the customers. Generally, it is observed that craftsmen have some idea about the value they contribute, but is not clearly articulated. The aim of this exercise is to make the knowledge of craftsperson explicit in terms of their value contributions. Table-1 is a generic descriptive table which explains the sub-components of the elements of value. This is for trainer's understanding. It is expected that the trainer would use the given tables customized for the concerned crafts. This is to make the craftsperson come up with the value they are creating for the customers.

#### 4.1 Tailoring Services

The following points are only indicators for the trainer. S/he is expected to make the participants speak and bring out as many points as possible.

Benefits	Returns	Costs	Risks
<ul style="list-style-type: none"> <li>- Stitching will be perfect</li> <li>- Will help customer remember the occasions well with the clothes they wore</li> <li>- People who see the work will ask for reference of tailor</li> </ul>	<ul style="list-style-type: none"> <li>- There is no necessity for restitch like in case of some readymade clothes.</li> <li>- Stitch will remain strong for a long time.</li> </ul>	<ul style="list-style-type: none"> <li>- My services are not so costly compared competition.</li> <li>- I will be delivering stitched clothes well within time.</li> <li>- Customer need not visit shop multiple times.</li> </ul>	<ul style="list-style-type: none"> <li>- Need not adjust with unsuitable readymade clothes.</li> <li>- It's easy to find the tailor as s/he is well known.</li> <li>- Overall satisfaction of getting cloth stitched will be best.</li> </ul>

<p>- I can stitch the designs provided by your or if you wish I can also help you with design your apparels. You can ask so-n-so customer for feedback.</p>		<p>- Customer will get satisfaction after usage for sure.</p>	
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