

QUALIFICATION FILE

Inlay Artisan - Metalware

☒ 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

NCrF/NSQF Level: **NSQF Level 3.5**

Submitted By:

Handicrafts and Carpet Sector Skill Council-HCSSC

Tel number(s): 011-26139834

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Section1: Basic Details

1.	Qualification Name	Inlay Artisan - Metalware	
2.	Sector/s	Handicrafts and Carpet Sector Skill Council	
3.	Type of Qualification ☐ New ☐ Revised ☐ Has Electives/Options ☒ Rationalized	NQR Code & version of the existing /previous qualification: <i>(change to previous, once approved)</i> Previous NQR Code: QG-03-HC-01731-2023-V1.1-HCSSC Version: 3.0	Qualification Name of the existing version: <i>(previous, once approved)</i> Inlay Artisan (Metalware)
4.	National Qualification Register (NQR) Code & Version <i>(Will be issued after NSQC approval)</i>	NQR Code: QG-3.5-HC-03857-2025-V2-HCSSC Version: 4.0	5. NCrf/NSQF Level: <i>NSQF Level</i> 3.5
6.	Award (Certificate/Diploma/ Advanced Diploma/Any Other) <i>(Wherever applicable specify multiple entry/exits also & provide details in annexure)</i>	NA	
7.	Brief Description of the Qualification	The individual at work is responsible to inlay the silver / gold wire into the metal grooves by hammering and chiselling. He / she is also responsible for creating a design through the inlay process.	

8. Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience: <table border="1" data-bbox="1055 240 2056 616"> <thead> <tr> <th data-bbox="1055 240 1111 360">S. No.</th><th data-bbox="1111 240 1626 360">Academic/Skill Qualification (with Specialization - if applicable)</th><th data-bbox="1626 240 2056 360">Relevant Experience (with Specialization - if applicable)</th></tr> </thead> <tbody> <tr> <td data-bbox="1055 360 1111 400">1</td><td data-bbox="1111 360 1626 400">11th grade pass</td><td data-bbox="1626 360 2056 400"></td></tr> <tr> <td data-bbox="1055 400 1111 440">2</td><td data-bbox="1111 400 1626 440">8th grade pass</td><td data-bbox="1626 400 2056 440">1 year relevant experience</td></tr> <tr> <td data-bbox="1055 440 1111 480">3</td><td data-bbox="1111 440 1626 480">5th grade pass</td><td data-bbox="1626 440 2056 480">2.5 years relevant experience</td></tr> <tr> <td data-bbox="1055 480 1111 520">4</td><td data-bbox="1111 480 1626 520">Ability to read and write</td><td data-bbox="1626 480 2056 520">5 years' relevant experience</td></tr> <tr> <td data-bbox="1055 520 1111 616">5</td><td data-bbox="1111 520 1626 616">Previous relevant Qualification of NSQF Level 3</td><td data-bbox="1626 520 2056 616">1.5 year of relevant experience</td></tr> </tbody> </table>						S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Relevant Experience (with Specialization - if applicable)	1	11th grade pass		2	8th grade pass	1 year relevant experience	3	5th grade pass	2.5 years relevant experience	4	Ability to read and write	5 years' relevant experience	5	Previous relevant Qualification of NSQF Level 3	1.5 year of relevant experience
S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Relevant Experience (with Specialization - if applicable)																						
1	11th grade pass																							
2	8th grade pass	1 year relevant experience																						
3	5th grade pass	2.5 years relevant experience																						
4	Ability to read and write	5 years' relevant experience																						
5	Previous relevant Qualification of NSQF Level 3	1.5 year of relevant experience																						
9. Credits Assigned to this Qualification (as per National Credit Framework (NCrF))	14		10. Common Cost Norm Category (I/II/III) (wherever applicable): II																					
11. Any Licensing Requirements for Undertaking Training on This Qualification (wherever applicable)	NA																							
12. Training Duration by Modes of Training Delivery (Specify <i>Total Duration</i> as per selected training delivery modes and as per requirement of the qualification)	☒ Offline Only ☐ Online Only ☐ Blended <table border="1" data-bbox="1014 911 2092 1358"> <thead> <tr> <th data-bbox="1014 911 1290 1062">Training Delivery Modes</th><th data-bbox="1290 911 1420 1062">Theory (Hours)</th><th data-bbox="1420 911 1574 1062">Practical (Hours)</th><th data-bbox="1574 911 1765 1062">OJT Mandatory (Hours)</th><th data-bbox="1765 911 1957 1062">OJT Recommended (Hours)</th><th data-bbox="1957 911 2092 1062">Total (Hours)</th></tr> </thead> <tbody> <tr> <td data-bbox="1014 1062 1290 1318">Classroom (offline)</td><td data-bbox="1290 1062 1420 1318">160 (including 20 hours of ES module)</td><td data-bbox="1420 1062 1574 1318">260 (including 10 hours of ES module)</td><td data-bbox="1574 1062 1765 1318"></td><td data-bbox="1765 1062 1957 1318">00</td><td data-bbox="1957 1062 2092 1318">420</td></tr> <tr> <td data-bbox="1014 1318 1290 1358">Online</td><td data-bbox="1290 1318 1420 1358"></td><td data-bbox="1420 1318 1574 1358"></td><td data-bbox="1574 1318 1765 1358"></td><td data-bbox="1765 1318 1957 1358"></td><td data-bbox="1957 1318 2092 1358"></td></tr> </tbody> </table> (Refer Blended Learning Annexure for details)						Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)	Classroom (offline)	160 (including 20 hours of ES module)	260 (including 10 hours of ES module)		00	420	Online					
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																			
Classroom (offline)	160 (including 20 hours of ES module)	260 (including 10 hours of ES module)		00	420																			
Online																								

13.	Aligned to NCO/ISCO Code/s (if code is not available, then mention the same)	NCO-2015/7313.2300	
14.	Progression Path After Attaining the Qualification (Please show Professional and Academic progression) (wherever applicable)	Vertical Progression Metal Craft Artisan (including Engraving and Stamping as elective) (level 4) Horizontal Progression Painter - Metal Handicrafts (level 3.5)	
15.	Other Indian Languages in which the Qualification & Model Curriculum are being Submitted	Hindi	
16.	Is similar Qualification(s) available on NQR-if yes, justification for this qualification	☐ Yes ☒ No URLs of similar Qualifications:	
17.	Is the Job Role Amenable to Persons with Disability	☒ Yes ☐ No If “Yes”, specify applicable type of Disability: applicable to all types of disability except vision Impairment, mental health conditions, intellectual disability or (limited to physical disability where hands are used).	
18.	How participation of women will be encouraged?	Handicrafts and Carpet Sector has around 40 to 50% of Women Artisan.	
19.	Are Greening/ Environment Sustainability Aspects Covered (Specify the NOS/Module which covers it), wherever applicable	☒ Yes ☐ No	
20.	Is Qualification Suitable to be Offered in Schools/Colleges	Schools ☒ Yes ☐ No Colleges ☒ Yes ☐ No	
21.	Name and Contact Details of Submitting / Awarding Body SPOC (In case of CS or MS, provide details of both Lead AB & Supporting ABs)	Name: Mr. Krishan Kumar Email: ceo@hcsc.in Contact No.: 011-26139834 Website: www.hcsc.in	
22.	Final Approval Date by NSQC: 18/02/2025	23. Validity Duration: 3 Years	24. Next Review Date: 18/02/2028

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 /NSQ F 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.	Set silver/gold wire in the metal craft	HCS/N2904 NOS Version 2.0	core	3.5	3	40	50	NA	00:00	90	28	72	-	-	100	
2.	Carry out the process of making Bidri craft	HCS/N2911 NOS Version 1.0	core	3.5	4	40	80	NA	00:00	120	32	68	-	-	100	
3.	Entrepreneurship Skills for Metalware Inlay artisan	HCS/N2912 NOS Version 1.0	core	3.5	2	20	40	NA	00:00	60	28	72	-	-	100	
4.	Working in a team	HCS/N9929 NOS Version. 1.0	Non-core	3.5	1	10	20	NA	00:00	30	35	65	-	-	100	
5.	Maintain health and safety at workplace	HCS/N9931 NOS	Non-core	3.5	1	10	20	NA	00:00	30	30	70	-	-	100	

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.	OJ T-Ma n.	OJ T-Re c.	Total	Th.	Pr.	Proj .	Viv a	Total	Weightage (%) (if applicable)
		Version 1.0														
6.	Maintain Personal Sanitation	HCS/N9934 NOS Version 1.0	Non-core	3.5	1	10	20	NA	00:00	30	30	70	-	-	100	
7.	Managing people and Resources in Business	HCS/N9940 NOS Version 1.0	Non-core	3.5	1	10	20	NA	00:00	30	35	65	-	-	100	
8.	Employability & Entrepreneurship Skills	DGT/VSQ/N 0101 NOS Version 1.0	Non-core	2	1	20:00	10:00	NA	00:00	30:00	20	30	-	-	50	
Duration (in Hours) / Total Marks					14	160:00	260:00	NA	00:00	420:00	238	512			750	

Assessment - Minimum Qualifying Percentage

Please 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)	12 th grade pass with 2 years' experience in the relevant sector and 1 year of teaching experience
2.	Master Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	Graduate with 3 years' experience in the relevant sector and 4 years of teaching experience
3.	Tools and Equipment Required for the Training	☒ Yes ☐ No (If "Yes", details to be provided in Annexure)
4.	In Case of Revised Qualification, Details of Any Upskilling Required for Trainer	NA

Section 4: Assessment Related

1.	Assessor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Responsible for creating intricate designs and patterns on metal surfaces by embedding or inlaying different materials like metals, precious stones, or other decorative elements with 1 year experience in relevant sector
2.	Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines) wherever applicable	Responsible for creating intricate designs and patterns on metal surfaces by embedding or inlaying different materials like metals, precious stones, or other decorative elements with 1 year experience in relevant sector

3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines) wherever applicable	Responsible for creating intricate designs and patterns on metal surfaces by embedding or inlaying different materials like metals, precious stones, or other decorative elements with 1 year experience in relevant sector
4.	Assessment Mode (Specify the assessment mode)	Blended
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 Need for the Qualification

Provide Annexure/Supporting documents name.

1.	Latest Skill Gap Study (not older than 2 years) (Yes/No): Yes
2.	Latest Market Research Reports or any other source (not older than 2 years) (Yes/No): Yes
3.	Government /Industry initiatives/ requirement (Yes/No): Yes
4.	Number of Industry validation provided: 30
5.	Estimated nos. of persons to be trained and employed: 750 approx.
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments If "No", why: Yes

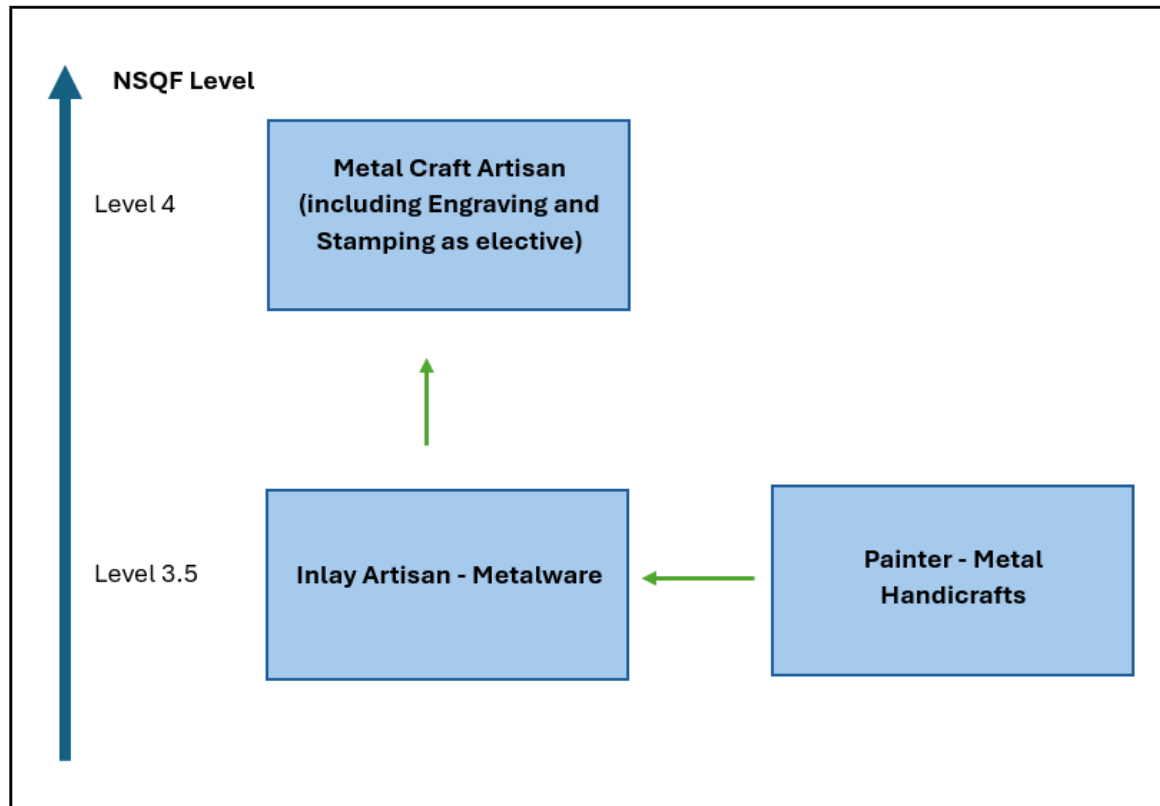
Section 6: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

1.	Annexure: NCrf/NSQF level justification based on NCrf level/NSQF descriptors (Mandatory)	(Annexure1)
2.	Annexure: List of tools and equipment	Chisels, Hammers, Gravers, Borax and Flux, Files and Rasps, Saws, Pliers, Dop

	relevant for qualification (<i>Mandatory, except in case of online course</i>)	Stick, Soldering Equipment (Annexure 2)
3.	Annexure: Detailed Assessment Criteria (<i>Mandatory</i>)	- Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down the proportion of marks for each PC. - Each NOS will be assessed both for theoretical knowledge and practical - The assessment will be based on a knowledge bank of questions created by the SSC. - Individual assessment agencies will create unique question papers for theory and skill practical part for each candidate at each examination/training center - To pass the Qualification Pack, every trainee should score a minimum of 70% in every NOS - In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack (Annexure 6)
4.	Annexure: Assessment Strategy (<i>Not Mandatory</i>)	The assessment strategy will be to assess the candidate's performance in Theory and Practical. The major focus will be on the performance standards when cleaning metalware products of a candidate who is being assessed. (Annexure 7)
5.	Annexure: Blended Learning (<i>Mandatory, in case selected Mode of delivery is Blended Learning</i>)	Blended learning called a “flipped classroom”, “hybrid learning” or “mixed learning,” is an approach that mixes instructor-led classroom training with online content, which could be in the form of on-demand videos that learners review outside of class. The live instruction can be face-to-face or online (via a live virtual classroom or even two-way video), or there might be no live lecture at all. Blended learning represents a learning model that combines both formal (traditional classroom) and non-formal (online) methodologies.

		(Annexure 5)
6.	Annexure: Multiple Entry-Exit Details (Mandatory, in case qualification has multiple Entry-Exit)	The Multiple entry and exit criteria would help in fragmenting an entire program into smaller units with due acknowledgement being given to each unit of learning. The credit transfer mechanism will also enable a student to enter, exit and re-enter the educational ecosystem both general and vocational at any point of time.
7.	Annexure: Acronym and Glossary (Optional)	(Annexure 8)
8.	Supporting Document: Model Curriculum (Mandatory – Public view)	Model Curriculum attached separately
9.	Supporting Document: Career Progression (Optional - Public view)	Career Progression/ Job Role Progression appended below
10.	Any other document you wish to submit:	



Annexure 1: Evidence of Level

NCrF/NSQF Level Descriptors	Key requirements of the job role/ outcome of the qualification	How the job role/ outcomes relate to the NCrF/NSQF level descriptor	NCrF/NSQF Level
Professional Theoretical Knowledge/Process	The incumbent works in familiar and predictable routine of casting in metal ware manufacturing. The situation of clear choice (descriptor of level 3) is evident through the following examples: • Select the appropriate tool such as hammer, chisel, knife, etc. to set the metal • Collect appropriate inlaying material such as gold/silver (usually softer metals) • Sharpen the tools periodically • Master the technical skills of Bidri ware also appreciate its historical and cultural context	This is not of level 4 which requires clear choice of procedures, as here the procedure is standardised by the direction of the supervisor Example: • Collect and arrange the materials to begin the process • Check the metals and ensure they are appropriate for the design requirement (the edge of chisel, hammer size, width of inlay metal string) • Report on any shortage or defect of raw materials to the concerned person	3
Professional and Technical Skills/ Expertise/ Professional Knowledge	The incumbent has factual knowledge of field of knowledge or study which is in this case includes inlay operations in metal ware. Examples: • Metal craft details • Metal making process and types of products	This is not level 4 as there is a requirement of principles and general concepts at level 5 which is not required here. Also, not level 3.5 as this level as outlined above requires factual knowledge of field of study and not mere basic facts, process and Principle knowledge	3

	- Interpreting design requirement - Various kinds of raw materials involved in the process - Different kinds of engraving methods to be used based on the requirement - Inlaying and setting process in the metal craft	of trade of employment.	
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	Most of the work involves recall and demonstration of practical skill, which 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 evident through: - Select the appropriate tool such as hammer, chisel, knife, etc. to set the Metal - Collect appropriate inlaying material such as gold/silver (usually softer metals) - Ensure to stock the required materials in advance - Select the metal to be inlaid in the - form of wire/ strip/ sheet	This is not level 4 as ranges of methods for problem solving are not required. Not level 4 as there is independent work and not mere assisting, at the same time there are variables involved.	3
Broad Learning Outcomes/Core Skill	The incumbent needs language to communicate written or oral, with required clarity, to interact with customers, various departments, supervisors, personnel and teams, confirm requirements and communicate the same for shared understanding. Also prepare a range of routine documentation.	The incumbent needs language to communicate written or oral, with required clarity, to interact with customers, various departments, supervisors, personnel and teams.	3

	Examples: • How to take notes or read about metal making techniques • How to read and write the notes from design • How to communicate effectively with supervisor • The incumbent also needs skill pertaining to basic arithmetic and algebraic principles, for calculating various quantities and parameters, etc. For example: • How to plan for daily production • How to plan for budget and material requirement		
Responsibility	The incumbent is responsible for achieving quality and design standards. Example: • Make note of the inlay requirement on aspects such as shape, style, materials. etc. • Check the metals and ensure they are appropriate for the design requirement (the edge of chisel, hammer size, width of inlay metal string) • Ensure the width of the metal is uniform, as per requirement and sets into the grooves	The incumbent works with responsibility for own work and learning, which is evident from the incumbent's deliverables and also there is no responsibility for the learning of others therefore this is not level 3.5	3

Annexure 2: 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	Chisels	used to create recesses or channels in the metal surface where the inlay materials will be placed.	8 Types
2	Hammers	used to shape and texture the metal	4 Eqpt Nos
3	Gravers	Gravers are engraving tools with sharp, pointed ends used to create fine lines and intricate patterns on the metal surface.	4 Types
4	Borax and Flux	These materials are used in the soldering process to promote the flow and adhesion of the solder to the metal and inlay materials	4 Eqpt Nos
5	Saws	Metal saws are used for cutting metal sheets or rods to the desired size and shape	6 Eqpt Nos
6	Pliers	used for bending and shaping metal and inlay materials	4 Eqpt Nos
7	Files and Rasps	Files and rasps are used for shaping and smoothing metal surfaces before and after inlay work	3 Eqpt Nos
8	Dop Stick	Used for holding and manipulating small gemstones during the inlay process	4 Eqpt Nos
9	Soldering Equipment	Inlay artisans use soldering irons or torches to heat and melt solder, which is used to secure inlay materials to the metal base	4 Eqpt Nos

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. White Board
2. Marker/Pen
3. Duster
4. First-aid
5. PPE Kit

Annexure 3: Industry Validations Summary

S. No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID	LinkedIn Profile (if available)
1	MARQUE IMPEX PVT. LTD.	SHARIB IRFAN	Manager	Opposite Noorpur Village, Majra Bastoor, Chandausi Road Moradabad, UP-244001	9760767526	sharib@marqueimpex.com	
2	SHRI GANPATI SALES	ARUN KUMAR VARMA	Proprietor	K-31/28, Ganesh Chanwar Gali, Bhairo Nath, Varansi -221001	9305129549		
3	MSME	AMAN	Artisan	Faredi, Moradabad – 244001 (UP)	9634979222		

4	MSME	ANEES KHAN	Artisan	Idres neta wali gali, Moradabad-244001	7248868543		
5	MSME	ANWAR	Artisan	Karula, Near moti masjid, Moradabad-244001 (UP)	8534934078		
6	MSME	DEVENDRA SINGH	Artisan	Kira Shahabad, Dhoulasar, Rampur-244922 (UP)	7351711734		
7	MSME	DHARVENDR	Artisan	Indra, Rampur-244901 (UP)	7042334305		
8	MSME	DIPAK KUMAR	Artisan	Malak Basira Khas, Moradabad – 244001 (UP)	9756497511		
9	MSME	INTEKHAB ALAM	Artisan	Kabab Wali Gali, Saraj Husaini Begam, Moradabad – 244001 (UP)	9897229730		
10	MSME	JAIPAL	Artisan	Farendi-Moradabad-	9997419435		

				202411 (UP)			
11	MSME	JITENDRA SINGH	Artisan	Faredi Rampur, Maigan, Moradabad-244001 (UP)	9548867121		
12	MSME	JUNED	Artisan	Rahamanl nagar gali, Moradabad-	7520512792		
13	MSME	MOHD.ADNAN	Artisan	Mohd.Adnan, Thatera Street , Moradabad	9411690793		
14	MSME	MOHD. FAISAL	Artisan	Mohd. Faisal, Barwara Majhra, Moradabad	9557052184		
15	MSME	MOHD. IKBAL	Artisan	jatav basti, Aslatpura , Moradabad	9756854901		
16	MSME	MOHD IMRAN	Artisan	Banjaro wali gali , Moradabad	9528433459		
17	MSME	MOHD. SAMI	Artisan	Gali -3, Mana Nagar, Jayanagar Moradabad – 244001 (UP)	8218725281		

18	MSME	MOHD. YOK	Artisan	Mohalla Thathera Mazar Wali Gali, Moradabad – 244001 (UP)	9639088092		
19	MSME	MOHD. ALAM	Artisan	Kundarki, Moradabad - 202413 (UP)	8057535767		
20	MSME	MOHSIN RAZA	Artisan	Sofipur, Moradabad-202411	9557269823		
21	MSME	MUNENDRRA KUMAR	Artisan	Noorpur, Mohanpur , Moradabad	8077857599		
22	MSME	PHURKAN	Artisan	Bhandari, Pakbara , Moradabad	9927372390		
23	MSME	ROHIT	Artisan	Uncha Gaon, Rustampur, Bodhmar, Moradabad – 244001 (UP)	6396495557		
24	MSME	SANAJUL HASAN	Artisan	Pakbara , Moradabad-244102 (UP)	9927667070		
25	MSME	SANJAY SINGH	Artisan	H. No.-107 Kira,	9536457237		

				Dholasar isabad, Moradabad- 244001 (UP)			
26	MSME	SHAHNAWAZ	Artisan	Bilari, Syaundara, Moradabad – 202411 (UP)	7055185767		
27	MSME	SHALIM	Artisan	Rampur Maigan, Moradabad- 244001	7500183017		
28	MSME	SIRAJUDDIN	Artisan	H No.-86 Saidi Sarai, Near Alam Biryani Moradabad – 244001 (UP)	8279858543		
29	MSME	SONU SINGH	Artisan	Sonu Singh , Mohanpur, Moradabad- 202413	7302423190		
30	MSME	VISHAL BABU	Artisan	Bastaur, Moradabad- 244001	9412494795		
31	MSME	ZEESHAN	Artisan	38 Peergaib, G/NO-1, Babu Tailor, Moradabad –	7534849811		

				244001 (UP)			
32	MSME	BRIJESH SINGH	Artisan	Chitari, Moradabad-202411 (UP)	8449589596		
33	MSME	KANWAR PAL SINGH	Artisan	Goojar, Sendara, Rampur Patti, Moradabad-202411 (UP)	9760915549		
34	MSME	RAJESH	Artisan	Faredi, Rampur Megan, Moradabad-202411 (UP)	7818830463		
35	MSME	SAIF ALI		H NO.-16/306 Bhura KA, Chuaraha, Jadav Basti, Moradabad-244001(UP)	9837441128		

Annexure 4: Training & Employment Details

Training and Employment Projections:

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

				Opportunities		Opportunities
2023-24	750	Self-employment	Approx. 60%	Self-employment	N/A	N/A
2024-25	1000	Self-employment	Approx. 60%	Self-employment	N/A	N/A
2025-26	1250	Self-employment	Approx. 60%	Self-employment	N/A	N/A

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
3.0	2021-2022	320	319	319	Self-employment	More than 60%	More than 60%	More than 60%	Self-employment	NA	NA	NA	NA
3.0	2022-2023	255	215	215	Self-employment	More than 60%	More than 60%	More than 60%	Self-employment	NA	NA	NA	NA
3.0	2023-2024	180	125	125	Self-employment	More than 60%	More than 60%	More than 60%	Self-employment	NA	NA	NA	NA

Applicable for revised qualifications only, data to be provided for past 3 years.

List Schemes in which the previous version of Qualification was implemented:

1. Training are going on COE's and with the help of the industry partners in different premises.

Content availability for previous versions of qualifications:

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

Languages in which Content is available:

Annexure 5: 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	• Qualification/ Syllabus • Books/ e-books • Presentations	• Without use of appropriate tech tools 80% Offline and only up to 20% online otherwise. • Online Instructor led teaching, can be one-to one or one to many or many-to-many: up to 80% to 100% online
2	☒ Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners	• Presentations • E-Content/ Curated digital content	• Without use of appropriate tech tools, 80% Offline and only up to 20% online otherwise. 100% virtual while working in virtual teams’ virtual collaboration
3	☒ Showing Practical Demonstrations to the learners	Projector, laptop various tools and equipment	• For all skills, where a physical product is created, at least 50% shall be on practical demonstrations and site visits
4	☒ Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training	Projector, laptop various tools and equipment	• 100% offline without the use of any technological tools.
5	☒ Tutorials/ Assignments/ Drill/ Practice	Learning Management system	• 70% offline and up to 30% online where a physical product is created as part of skilling

6	☐ Proctored Monitoring/ Assessment/ Evaluation/ Examinations		
7	☐ On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training		

Annexure 6: 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
HCS/N2904: Set silver/gold wire in the metal craft	Understanding work requirement	4	12	-	-
	PC1. make note of the inlay requirement on aspects such as shape, style, materials, etc.	1	3	-	-
	PC2. interpret the design requirements	1	3	-	-
	PC3. make note of the areas to be engraved and inlayed	1	3	-	-
	PC4. plan the target on number of pieces to be completed for the day	1	3	-	-
	Assembling the required raw materials	7	21	-	-
	PC5. select appropriate tool such as hammer, chisel, knife, etc. to set the metal	1	3	-	-
	PC6. collect appropriate inlaying material such as gold /silver (usually softer metals)	1	3	-	-
	PC7. sharpen tools periodically	1	3	-	-
	PC8. collect and arrange materials required to begin the process	1	3	-	-
	PC9. check metals and ensure they are appropriate for the design requirement (edge of chisel, hammer size, width of inlay metal string)	1	3	-	-
	PC10. report on any shortage or defect of raw materials to the concerned person	1	3	-	-

	PC11. ensure to stock required materials in advance	1	3	-	-
	Preparing the metal surface for inlaying	4	12	-	-
	PC12. receive the metal product from engraver to be inlayed (usually the product is made of harder metal)	1	3	-	-
	PC13. inspect the metal craft and ensure grooves are as per standards to hold the metal string / wire / strip for inlay process	1	3	-	-
	PC14. work on the grooves to ensure appropriate setting width / depth by chiseling in them (if required)	1	3	-	-
	PC15. clean the surface of the metal before starting the inlaying process	1	3	-	-
	Inlaying the metal strips / wire into the craft	10	21	-	-
	PC16. select the metal to be inlayed in the form of wire / strip / sheet	1	3	-	-
	PC17. ensure uniformity of the width of the metal and make sure that it sets into the grooves	1	2	-	-
	PC18. ensure the metal strip / sheet meets the design requirement (including colour)	1	2	-	-
	PC19. apply glue or bonding agent in the grooves (if applicable)	1	2	-	-
	PC20. place the metal wire / strip over the metal craft and hammer them in a way that it sets into grooves	1	2	-	-
	PC21. hammer them using appropriate pressure so that it sets into the groove, and it does not damage the craft / wire	1	2	-	-
	PC22. ensure it sets into the groove firmly	1	2	-	-
	PC23. use different type of metal strips as per design requirements at appropriate places	1	2	-	-
	PC24. hammer the grooves at edges to close the setting (if applicable)	1	2	-	-
	PC25. check the setting once it is complete and its conformity with design specification	1	2	-	-

	Achieving quality and design standards	3	6	-	-
	PC26. achieve the finish as per design parameters and specification	1	2	-	-
	PC27. set the metal strips / wire and ensure it does not come out of the craft	1	2	-	-
	PC28. complete the craft within the agreed time and quality and meet the targets	1	2	-	-
	Total Marks	28	72	-	-
HCS/N2911: Carry out the process of making Bidri craft	Preparing the Base Metal	4	12	-	-
	PC1. Ensure proper composition of zinc and copper metals in the alloy.	1	3	-	-
	PC2. Melt the alloy at the appropriate temperature and pour into molds.	1	3	-	-
	PC3. Ensure the casting is free of defects such as air bubbles or incomplete forms.	1	3	-	-
	PC4. Smooth and refine the base metal surface using filing and sanding techniques.	1	3	-	-
	Design transfer on Base Metal	8	12	-	-
	PC5. Accurately transfer the design onto the metal using traditional tools or stencils.	2	3	-	-
	PC6. Follow design outlines meticulously, ensuring symmetry and precision.	2	3	-	-
	PC7. Use chisels to etch or engrave the design without causing cracks or unwanted marks on the metal surface.	2	3	-	-
	PC8. Ensure consistent depth of the etching for better inlaying later.	2	3	-	-
	Inlay process on Base Metal	8	16	-	-
	PC9. Cut metal (silver, gold, brass and copper) sheets or wires to match the intricate design patterns.	2	4	-	-
	PC10. Embed metal into the etched grooves with precision, ensuring tight fitting without gaps.	2	4	-	-

	PC11. Smooth the Metal inlay so it is flush with the surface of the base metal.	2	4	-	-
	PC12. Ensure there is no over-spilling or misalignment of the inlay.	2	4	-	-
	Smoothing and Polishing the object	12	28	-	-
	PC13. Smoothen the inlaid object with files, sandpaper, or buffing tools without damaging the silver or base metal.	2	4	-	-
	PC14. Achieve a smooth, shiny finish on the object, ensuring no scratches or rough patches are visible.	2	4	-	-
	PC15. Apply the traditional blackening solution (usually a mix of copper sulfate and soil from the Bidar Fort) evenly over the entire object.	2	4	-	-
	PC16. Ensure that the blackening agent adheres uniformly without affecting the inlay.	2	4	-	-
	PC17. Wipe the surface to reveal the contrast between the darkened base metal and the bright inlay.	2	6	-	-
	PC18. Perform any necessary touch-ups to enhance the design, including re-polishing and correcting minor defects.	2	6	-	-
	Total Marks	32	68	-	-
HCS/N2912: Entrepreneurship Skills for Metalware Inlay artisan	Introduction to the Inlay (Metalware) Sector	4	8	-	-
	PC1. Overview of the traditional metalware inlay craft, its cultural significance, and its evolution over time.	2	4	-	-
	PC2. Discuss different inlay techniques (such as Bidri or Tarkashi), materials used, and key applications in decorative arts, jewelry, and functional products.	2	4	-	-
	Market Awareness and Customer Insights	4	8	-	-
	PC3. Equip artisans with knowledge about current market trends in metalware inlay, both domestically				

	and internationally.	2	4	-	-
	PC4. Identify target customers, their preferences for design and quality, and niche markets such as high-end decor, cultural souvenirs, and custom commissions.	2	4	-	-
	Creativity and Design Skills	4	8	-	-
	PC5. Foster creativity in design, teaching participants to create intricate and innovative metal inlay patterns that appeal to modern tastes while maintaining traditional aesthetics.	2	4	-	-
	PC6. Encourage the exploration of new materials, textures, and forms in metal inlay to enhance the craft's appeal.	2	4	-	-
	Business Planning	4	12	-	-
	PC7. Develop a business plan that outlines their goals, target audience, product range, and growth strategies.	2	6	-	-
	PC8. Managing production cycles, supply chains, and inventory for their metalware inlay business.	2	6	-	-
	Financial Management	4	12	-	-
	PC9. Teach financial literacy, focusing on budgeting, pricing strategies, cost management, and profitability.	2	6	-	-
	PC10. Provide tools for managing cash flow, securing financing, and making informed investment decisions for scaling the metalware inlay business.	2	6	-	-
	Marketing and Sales Strategies	4	12	-	-
	PC11. Develop marketing strategies tailored to the metalware inlay industry, including online and offline sales channels.	2	6	-	-
	PC12. Teach how to build a brand, price products			-	-

	competitively, and promote their work through social media, exhibitions, and collaborations with galleries or retailers.	2	6		
	Legal and Regulatory Framework	4	12	-	-
	PC13. Overview of the legal requirements for running a metalware inlay business, including copyrights, trademarks, and patents for designs.	2	6	-	-
	PC14. Provide insights into local and international trade laws, certification for handicrafts, and compliance with environmental and labor regulations.	2	6	-	-
	Total Marks	28	72	-	-
HCS/N9929: Working in a team	Interact with supervisor or superior	14	30	-	-
	PC1. comply with health, safety gender, and PwD (People with disability) related instructions applicable to the workplace	2	5	-	-
	PC2. actively participate in mock drills/ evacuation procedures; group discussions, training sensitization programs for gender, and PwD awareness organized at the workplace.	2	5	-	-
	PC3. receive job orders and instructions from reporting supervisor and receive feedback on work standards.	2	5	-	-
	PC4. understand the work output requirements, targets, performance indicators and incentives.	2	5	-	-
	PC5. deliver quality work on time and report any anticipated reasons for delays and handover completed work to supervisor	3	5	-	-
	PC6. report on any grievances, production defects and any potential hazards.	3	5	-	-
	Work as a team by coordinating with colleagues within and outside the department and include inputs on PwD & Gender Sensitisation	6	10	-	-

	PC7. communicate maintenance and repair schedule proactively to the supervisor	3	5	-	-
	PC8. interact and clarify doubts on design, usage of materials & tools, quality & standards compliance, etc.	3	5	-	-
	Report and Document	15	25	-	-
	PC9. report in time for shortage or need of raw materials	3	5	-	-
	PC10. communicate with colleagues from within and other departments, clearly and effectively on all aspects to carry out the work among the team	3	5	-	-
	PC11. maintain the etiquette, use polite language, demonstrate responsible and disciplined behavior towards colleagues.	3	5	-	-
	PC12. put team over individual goals and multitask or share work where necessary supporting the colleagues.	3	5	-	-
	PC13. document all the details accurately relating to one's role as required.	3	5	-	-
	Total Marks	35	65	-	-
HCS/N9931: Maintaining health and safety at workplace	Comply with health, safety, and security requirements at work	30	70	-	-
	PC1. Comply with health and safety related instructions applicable to the workplace.	2	6	-	-
	PC2. Use and maintain personal protective equipment as per protocol.	2	6	-	-
	PC3. Carry out own activities in line with approved guidelines and procedures	2	6	-	-
	PC4. Maintain a healthy lifestyle and guard against dependency on intoxicants.	2	6	-	-
	PC5. Follow environment management system related procedures	2	4	-	-

	PC6. Store materials and tools in line with manufactures and organizational requirements	2	3	-	-
	PC7. Safely handle and move waste and debris.	1	3	-	-
	PC8. Minimize health and safety risks to self and other due to own actions.	2	4	-	-
	PC9. Seeks clarifications from supervisors or other authorized personnel in case of perceived risks	1	3	-	-
	PC10. Monitor the workplace and work processes for potential risks and threats.	1	3	-	-
	PC11. Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned	2	3	-	-
	PC12. Report hazards and potential risks/threats to supervisors or other authorized personnel	3	4	-	-
	PC13. Participate in mock drills/ evacuation procedures organized at the workplace	2	3	-	-
	PC14. Undertake first aid, fire-fighting and emergency response training, if asked to do so	2	4	-	-
	PC15. Take action based on instructions in the event of fire, emergencies or accidents	2	6	-	-
	PC16. Follow organization procedures for evacuation when required	2	6	-	-
	Total Marks	30	70	-	-
HCS/N9934: Maintain personal Sanitation	Adopt healthy work practices	18	48	-	-
	PC1. always cover the mouth and nose with a dust mask while working and keep on changing when it gets blocked with dust	3	8	-	-
	PC2. wear safety shoes while visiting the production unit to avoid any damage	3	8	-	-
	PC3. wear personal protective equipment while visiting the different departments during production. for example, mask in the washing section, glasses and mask in an assembly line, and gloves in the	3	8	-	-

	printing section, etc.				
	PC4. always wash sanitize your hands after a factory unit before touching any document, laptop, cell phone, etc.	3	8	-	-
	PC5. undergo preventive health checkups at regular intervals.	3	8	-	-
	PC6. take prompt treatment from the doctor in case of illness.	3	8	-	-
	Achieve work productivity while maintaining health	9	25	-	-
	PC7. follow SOPs for dealing with blisters; scratches; accidental fires or any other type of emergencies at work	3	8	-	-
	PC8. ensure no productivity loss or absenteeism from work due to illness	3	8	-	-
	PC9. ensure no long-term ill effect on personal health.	3	9	-	-
	Total Marks	27	73	-	-
HCS/N9940: Managing people and Resources in Business	People management	3	6	-	-
	PC1. arrange Interactive meetings of managers of sales and production teams and categorize the issues and feedback of both the teams	1	2	-	-
	PC2. train the employees of his/her unit with the appropriate skills required to make market relevant and quality products	1	2	-	-
	PC3. motivate the employees	1	2	-	-
	Product planning	8	16	-	-
	PC4. compile a report based on old production reports	1	2	-	-
	PC5. address the issues faced in previous productions and try to resolve them	1	2	-	-

	PC6. gather and analyze the cues from the market	1	2	-	-
	PC7. ascertain the customer preference	1	2	-	-
	PC8. develop product range lines based on current market preference	1	2	-	-
	PC9. develop product range lines that are unique and able to price high	1	2	-	-
	PC10. price the products according to market trends	1	2	-	-
	PC11. identify the competent marketing strategy for the product range	1	2	-	-
	Procurement of raw materials	7	14	-	-
	PC12. list of the raw materials and prepare a B.O.M according to the product lines	1	2	-	-
	PC13. ascertain the quantity and right price to procure the materials	1	2	-	-
	PC14. identify the right locations/agents from where the raw materials can be procured	1	2	-	-
	PC15. negotiate to get the best price	1	2	-	-
	PC16. ensure quality materials are procured	1	2	-	-
	PC17. ensure the procured materials are stored in appropriate conditions	1	2	-	-
	PC18. compile a record of price quotations, POs, and bills of procurement for future reference	1	2	-	-
	Market interfacing	7	14	-	-
	PC19. maintain a healthy and professional relationship with vendor	1	2	-	-
	PC20. the competitive market falls in order with the company policies of best price, quality, and delivery parameters	1	2	-	-
	PC21. analyze the prevalent price for product lines				

		1	2	-	-
	PC22. decide on the most effective means to access the market	1	2	-	-
	PC23. plan for cost-effective transportation to the market	1	2	-	-
	PC24. position the product according to market requirements	1	2	-	-
	PC25. identify and address the expectations of customer	1	2	-	-
	Financial management	4	8	-	-
	PC26. analyze and ascertain the cost of production	1	2	-	-
	PC27. maintain the book of accounts related to the business	1	2	-	-
	PC28. maintain export documents like a letter of credit, custom clearance	1	2	-	-
	PC29. identify cost-effective means of running the business	1	2	-	-
	Record keeping	6	7	-	-
	PC30. identify various aspects of business that require recording	1	2	-	-
	PC31. design formats for recording	1	1	-	-
	PC32. compile various records of all aspects of the business	1	1	-	-
	PC33. maintain these records with periodic updations	1	1	-	-
	PC34. maintain necessary documents as per local government and regulatory requirements	1	1	-	-
	PC35. reframe the procurement strategy according to local scenarios like weather conditions, transport strikes, affected prices, etc.	1	1	-	-

	Total Marks	35	65	-	-
DGT/VSQ/N0101: Employability Skills (30 Hours)	Introduction to Employability Skills	1	1	-	-
	PC1. understand the significance of employability skills in meeting the job requirements	-	-	-	-
	Constitutional values – Citizenship	1	1	-	-
	PC2. identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices	-	-	-	-
	Becoming a Professional in the 21st Century	1	3	-	-
	PC3. explain 21st Century Skills such as Self Awareness, Behavior Skills, Positive attitude, self-motivation, problem-solving, creative thinking, time management, social and cultural awareness, emotional awareness, continuous learning mindset etc.	-	-	-	-
	Basic English Skills	2	3	-	-
	PC4. speak with others using some basic English phrases or sentences	-	-	-	-
	Communication Skills	1	1	-	-
	PC5. follow good manners while communicating with others	-	-	-	-
	PC6. work with others in a team	-	-	-	-
	Diversity & Inclusion	1	1	-	-
	PC7. communicate and behave appropriately with all genders and PwD	-	-	-	-
	PC8. report any issues related to sexual harassment	-	-	-	-
	Financial and Legal Literacy	3	4	-	-
	PC9. use various financial products and services safely and securely	-	-	-	-
	PC10. calculate income, expenses, savings etc.	-	-	-	-
	PC11. approach the concerned authorities for any	-	-	-	-

	exploitation as per legal rights and laws				
	Essential Digital Skills	4	6	-	-
	PC12. operate digital devices and use its features and applications securely and safely	-	-	-	-
	PC13. use internet and social media platforms securely and safely	-	-	-	-
	Entrepreneurship	3	5	-	-
	PC14. identify and assess opportunities for potential business	-	-	-	-
	PC15. identify sources for arranging money and associated financial and legal challenges	-	-	-	-
	Customer Service	2	2	-	-
	PC16. identify different types of customers	-	-	-	-
	PC17. identify customer needs and address them appropriately	-	-	-	-
	PC18. follow appropriate hygiene and grooming standards	-	-	-	-
	Getting ready for apprenticeship & Jobs	1	3	-	-
	PC19. create a basic biodata	-	-	-	-
	PC20. search for suitable jobs and apply	-	-	-	-
	PC21. identify and register apprenticeship opportunities as per requirement	-	-	-	-
	Total Marks	20	30	-	-
Grand Total		238	512	-	-

Annexure 7: Assessment Strategy

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

<1. Assessment System Overview:

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

2. Testing Environment:

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

3. Assessment Quality Assurance levels/Framework:

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

4. Types of evidence or evidence-gathering protocol:

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

5. Method of verification or validation:

- Surprise visit to the assessment location
- ...

6. Method for assessment documentation, archiving, and access

- Hard copies of the documents are stored
-

On the Job:

1. Each module (which covers the job profile of Inlay Artisan-Metalware) 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.....>

Annexure 8: 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 or above. https://ncvet.gov.in/sites/default/files/NCVET.pdf