

QUALIFICATION FILE

Pre-Assembly Operator – Footwear

☒ Short Term Training (STT) ☐ Long Term Training (LTT) ☐ Apprenticeship

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

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

NCrF/NSQF Level: 3

Submitted By:

Leather Sector Skill Council

CFTI Campus, New Building 3rd Floor, 65/1, GST Road, Guindy, Chennai – 600032

Contact Person Name: Mr. Sanjay Kumar, Executive Director

Tel number(s): 044 49920006

E-mail address: lssc@leatherssc.org

Contents

Section 1: Basic Details	3
Section 2: Module Summary	4
NOS/s of Qualifications	4
Mandatory NOS/s:	5
Assessment - Minimum Qualifying Percentage	6
Section 3: Training Related	6
Section 4: Assessment Related	8
Section 5: Evidence of the need for the Qualification	9
Section 6: Annexure & Supporting Documents Check List	10
Annexure: Evidence of Level	10
Annexure: Tools and Equipment (Lab Set-Up)	12
Annexure: Industry Validation Summary	13
Annexure: Training & Employment Details	14
Annexure: Blended Learning	15
Annexure: Detailed Assessment Criteria	16
Annexure: Assessment Strategy	23
Annexure: Acronym and Glossary	25

Section 1: Basic Details

1.	Qualification Name	Pre Assembly Operator - Footwear																						
2.	Sector/s	Leather																						
3.	Type of Qualification: ☐ New ☒ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing/previous qualification: 2022/LT/LSSC/06845 & V2.0	Qualification Name of existing/previous version: Pre Assembly Operator, V1.0																					
4.	a. OEM Name b. Qualification Name (Wherever applicable)	NA																						
5.	National Qualification Register (NQR) Code &Version (Will be issued after NSQC approval)	QG-03-LT-046052025-V2-LSSC	6. NCrf/NSQF Level: 3																					
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	The primary responsibility of a Pre-Assembly Operator is multi-skilled and performs the following operations: splitting, gimping, ironing, marking, edge colouring, pasting, folding and eyeleting. He/ She should be well-versed with the sequential processes involved in footwear manufacturing. He/she should understand the importance of the quality within the footwear manufacturing processes and ensure set standards are achieved within the work.																						
9.	Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience: <table border="1"> <thead> <tr> <th>S. No.</th> <th>Academic/Skill Qualification (with Specialization - if applicable)</th> <th>Required Experience (with Specialization - if applicable)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>10th Grade or equivalent</td> <td>NA</td> </tr> <tr> <td>2</td> <td>9th Grade pass</td> <td>1.5 year in relevant field</td> </tr> <tr> <td>3</td> <td>8th Grade pass</td> <td>3 years in relevant field</td> </tr> <tr> <td>4</td> <td>5th Grade pass</td> <td>6 years in relevant field</td> </tr> <tr> <td>5</td> <td>Previous relevant Qualification of NSQF Level 2.5</td> <td>1.5 years in relevant field</td> </tr> <tr> <td>6</td> <td>Previous relevant Qualification of NSQF Level 2</td> <td>3 years in relevant field</td> </tr> </tbody> </table> b. Age: As per government norms		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)	1	10 th Grade or equivalent	NA	2	9 th Grade pass	1.5 year in relevant field	3	8 th Grade pass	3 years in relevant field	4	5 th Grade pass	6 years in relevant field	5	Previous relevant Qualification of NSQF Level 2.5	1.5 years in relevant field	6	Previous relevant Qualification of NSQF Level 2	3 years in relevant field
S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)																						
1	10 th Grade or equivalent	NA																						
2	9 th Grade pass	1.5 year in relevant field																						
3	8 th Grade pass	3 years in relevant field																						
4	5 th Grade pass	6 years in relevant field																						
5	Previous relevant Qualification of NSQF Level 2.5	1.5 years in relevant field																						
6	Previous relevant Qualification of NSQF Level 2	3 years in relevant field																						
10.	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrf))	13	11. Common Cost Norm Category (I/II/III) (wherever applicable): I																					
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					
		Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)
		Classroom (offline)	100	230	60	-	390
		Online	-	-	-	-	-
		(Refer Blended Learning Annexure for details)					
14.	Aligned to NCO/ISCO Code/s (<i>if no code is available mention the same</i>)	NCO-2015/ 8056.2501					
15.	Progression path after attaining the qualification (<i>Please show Professional and Academic progression</i>)	Pre-assembly Operator (Footwear) >> Footwear Production Manager- Upper					
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: Speech and Hearing Impairment, Acid Attack Victims, Dwarfism and Mild ID.					
19.	How Participation of Women will be Encouraged	Participation of women will be encouraged through equal opportunities, skill development, safe workplaces, and supportive policies promoting inclusivity.					
20.	Are Greening/ Environment Sustainability Aspects Covered (<i>Specify the NOS/Module which covers it</i>)	☒ Yes ☐ No Nos Code - LSS/N8601, Modules name - Energy/electricity conservation practices & Effective waste management/recycling practice					
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 (<i>In case of CS or MS, provide details of both Lead AB & Supporting ABs</i>)	Name: Sanjay Kumar Email: lssc@leatherssc.org Contact No.: 04435101288 Website: https://leatherssc.org/					
23.	Final Approval Date by NSQC: 07 th Oct 2025	24. Validity Duration: 36 Months				25. Next Review Date: 07 th Oct 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.	Carry out splitting operation in upper Footwear	LSS/N2601 & V3.0	Core	3	1	05:00	25:00	-	-	30	15	35	-	-	50	10%
2.	Carry out the Embossing and Stamping Operations	LSS/N3006 & V2.0	Core	3	1	05:00	25:00	-	-	30	15	35	-	-	50	10%
3.	Carry out ironing operation	LSS/N2603 & V3.0	Core	3	1	05:00	25:00	-	-	30	15	35	-	-	50	10%
4.	Carry out marking & edge colouring operations	LSS/N2604 & V3.0	Core	3	1	05:00	25:00	-	-	30	15	35	-	-	50	10%
5.	Carry out pasting activities	LSS/N2606 & V3.0	Core	3	1	08:00	22:00	-	-	30	15	35	-	-	50	10%
6.	Carry out hand and machine folding activities	LSS/N2607 & V3.0	Core	3	1	10:00	20:00	-	-	30	15	35	-	-	50	10%
7.	Carry out eyeleting operation	LSS/N2608 & V3.0	Core	3	1	10:00	20:00	-	-	30	15	35	-	-	50	10%
8.	Support to achieving product quality in footwear manufacturing	LSS/N2609 & V4.0	Core	3	1	15:00	15:00	-	-	30	35	15	-	-	50	10%

9.	Maintain health, safety & security, a clean work area & equipment, use optimized resources at the workplace, and comply with industry & organizational Requirements	LSS/N8601 & V3.0	Non-Core	3	1	12:00	18:00	-	-	30	40	60			100	06%
10.	Employability Skills.	DGT/VSQ/N01 & V1.0	Non-core	3	1	10:00	20:00	-	-	30	20	30	-	-	50	08%
11	On the Job Training (OJT)	N/A		3	2	-	-	60:00	NA	60			-	-	-	-
12	Perform seam making operations	LSS/N2610 & V1.0	Core	3	1	10:00	20:00	-	-	30	20	30	-	-	50	06%
Duration (in Hours) / Total Marks					13	100	230	60		390	220	380			600	100%

Assessment - Minimum Qualifying Percentage

Please specify **any one** of the following:

Minimum Pass Percentage – Aggregate at qualification level: 50 % (Every Trainee should score specified minimum aggregate passing percentage at qualification level to successfully clear the assessment.)

Minimum Pass Percentage – NOS/Module-wise: NA % (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)	Trainer Prerequisites						
		Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
				Years	Specialization	Years	Specialization	
		Graduate in any discipline.	Any	4	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry

		Diploma in any discipline	Any	6	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
		12 th Class	Any	8	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
2.	Master Trainer’s Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	Master Trainer Prerequisites						
		Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
				Years	Specialization	Years	Specialization	
		Graduate in any discipline.	Any	8	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
		Diploma in any discipline	Any	10	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
		12 th Class	Any	12	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
3.	Tools and Equipment Required for Training	☒Yes ☐No (If “Yes”, details to be provided in Annexure) Available in Annexure 1						

4.	In Case of Revised Qualification, Details of Any Upskilling Required for Trainer	NA
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Section 4: Assessment Related

1.	Assessor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Assessor Prerequisites						
		Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
				Years	Specialization	Years	Specialization	
		Graduate in any discipline.	Any	4	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
		Diploma in any discipline	Any	6	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
		12 th Class	Any	8	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
2.	Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Diploma or Graduate in any discipline.						
3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Lead Assessor Prerequisites						
		Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
				Years	Specialization	Years	Specialization	
		Graduate in any discipline.	Any	8	Supervisory job role in cutting/closing	2		Supervisory job role in cutting/closing dept. in footwear Industry

					dept. in footwear Industry			
		Diploma in any discipline	Any	10	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
		12 th Class	Any	12	Supervisory job role in cutting/closing dept. in footwear Industry	2		Supervisory job role in cutting/closing dept. in footwear Industry
4.	Assessment Mode (<i>Specify the assessment mode</i>)	Theory – Online or Offline Practical – Offline						
5.	Tools and Equipment Required for Assessment	☒ Same as for training ☒ Yes ☐ No (<i>details to be provided in Annexure-if it is different for Assessment</i>)						

Section 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): No
2.	Latest Market Research Reports or any other source (not older than 2 years) (Yes/No): Yes, The investment of Non Leather Footwear Industry in India is high.
3.	Government /Industry initiatives/ requirement (Yes/No): No
4.	Number of Industry validation provided: 21
5.	Estimated nos. of persons to be trained and employed: 14000
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: Yes If “No”, why: Submitted to our Line ministry and awaiting for email.

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 – Evidence of Level
2.	Annexure: List of tools and equipment relevant for qualification <i>(Mandatory, except in case of online course)</i>	Annexure 1
3.	Annexure: Detailed Assessment Criteria <i>(Mandatory)</i>	Annexure Name - Detailed Assessment Criteria
4.	Annexure: Assessment Strategy <i>(Mandatory)</i>	Annexure 2
5.	Annexure: Blended Learning <i>(Mandatory, in case selected Mode of delivery is “Blended Learning”)</i>	Annexure – Blended Learning
6.	Annexure: Multiple Entry-Exit Details <i>(Mandatory, in case qualification has multiple Entry-Exit)</i>	NA
7.	Annexure: Acronym and Glossary <i>(Optional)</i>	NA
8.	Supporting Document: Model Curriculum <i>(Mandatory – Public view)</i>	Annexure 3
9.	Supporting Document: Career Progression <i>(Mandatory - Public view)</i>	Annexure 4
10.	Supporting Document: Occupational Map <i>(Mandatory)</i>	Annexure 5
11.	Supporting Document: Assessment SOP <i>(Mandatory)</i>	Annexure 6
12.	Any other document you wish to submit:	NA

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	Pre assembly operator for leather & non-leather footwear is expected to process the components to produce shoe upper as per the job card details. He/ she has to identify the correct tools and equipment and organize the work area for the operation. He/she has to maintain the required productivity and quality of the component used for producing leather footwear at the production line.	The activities identified are the familiar and routine activities for them as these activities are independent of job and the production unit he is deployed in. Considering the outcomes the job roles is pegged at level 3	3
Professional and Technical Skills/ Expertise	Pre assembly operator in leather & non-leather footwear segment is expected to have knowledge of the functioning and operation of equipment and tools used for shoe upper making operation.	Considering the in-depth professional and factual knowledge, which a Pre assembly operator has for shoe upper making operation; this QP is pegged at Level 3	3

	The Characteristics of different types of leather and non-leather, footwear components. Understanding of Replacement of worn parts in the machine. Knowledge of common defects in raw material and produced components		
Employment Readiness & Entrepreneurship Skills & Mind-set	The Individual should have the Strong understanding of the leather and fashion goods retail industry, Excellent product manufacturing, getting the work done by the colleagues, Familiarity with products and designs, Strong communication and interpersonal skills, Ability to work well in a team environment, Strong organizational and time management skills, Ability to multitask and handle multiple interactions at once.	Pre assembly operator must have much broader Employability Skills including understanding of career planning, digital skills, financial and legal literacy, good communication skills, initiative and leadership abilities, good understanding of work environment, comfortably use most of the basic digital tools, has clear understanding of Financial and Digital literacy, Aadhaar and Mobile, uses digital payments etc. with proficiency to close the sale and achieve the target.	3
Broad Learning Outcomes/Core Skill	Pre assembly operator is expected to understand organizational manuals and job cards. He/ she is has to prepare the work area and select the right attachment such as awls, threads, needles, etc. before starting the operation All of this requires application of problem solving and analytical principles. Operator has to continuously give and receive instruction/ feedback from co-workers and supervisors on the stitching process hence they are expected to be good in communication skills. Jobholder is expected to conduct themselves in ways, which show a basic understanding of the social and professional environment of working in the production unit.	Desired mathematical skill, problem solving, understanding of social, professional and organizing information, communication to the next level is required. Hence NSQF Level is 3	3
Responsibility	The jobholder is mainly responsible for: - Preparing for assembly operations - Carrying out the various assembly operations in shoe upper like splitting, fusing, embossing, edge burning etc., - Visually inspect for defects in the processed parts The process of pre assembly in footwear could vary from one production unit to another and also could depend on the type of footwear being produced. So the jobholder based on his/her own learning and experience, identifies appropriate attachment and process to maximize the productivity and increase one's efficiency. He/she is continuously engaged in the self-learning process and he/she has the responsibility for own work.	Jobholder is majorly responsible for his/her own job and self-learning process which justifies the pegging of the QP at level 3	3

Annexure: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment: Available in Annexure 1

Batch Size: 30

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
1	Thickness Gauge	Small Size	1
2	Splitting machine	Minimum width – 110 CM	1
3	Align Key set	NA	1
4	Gimping Scissor	NA	10
5	Teflon head hammer	NA	5
6	Steel scale	1 foot (30 CM)	5
7	Hole punches	Size 6, 7, 8, 9	5
8	Revolving punch	NA	1
9	Measuring tape	2 feet	10
10	Iron Box	NA	1
11	Bone folder	NA	2
12	Rotating Ironing Machine	Min. 5 Bar	1
13	Plastic/Texon board marking Patterns	NA	4
14	Marking jigs of standard size	NA	2
15	Adhesives containers	Min. 100 ml	10
16	Spring Divider	NA	5
17	Scissors	NA	5
18	Marking silver refill	Na	10
19	PPE's	Na	10
20	Edge burning heat rod	NA	1
21	Hand stitching thread	NA	5
22	Marking Pencil	NA	1
23	Basic Stationary	NA	30
24	BIN Card, Job card, Break down report, Quality report	NA	1

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 – 1 Nos
2. LCD Projector – 1 Nos

3. Projection Screen: 1 (minimum dimension 8/6) Ft – 1 Nos
4. White/Black Boards (4 Feet) - 1 Nos
5. UPS – 500VA – 1 Nos
6. Flip Charts – 1 Roll
7. First Aid Box – 1 Nos

Annexure: Industry Validation Summary

S. No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID	LinkedIn Profile (if available)
1	D2 International Pvt. Ltd.	Rajkamal Mukherjee	HR & Admin	P-78, Kasba Industrial Estate Phase-II, Kolka, West Bengal, India - 700107.	9051366222	hr@d2international.com	https://www.d2international.com/
2	Crescent Export Syndicate	Ramzee Imtiaz	Compliance Head	Plot No. 1640, Bantala Leather Complex, Phase I, Zone- 9, West Bengal, Pin- 743502	9433268526	audit@crescentexp.com	https://crescentexp.com/
3	Ashdhir Creation LLP	Rishi Ashdhir	Designated Partner	138/M, Picnic Garden Road, Near quality Ice cream factory, near Kustia, Tiljala, Kolkata, West Bengal- 700039	7595959520	rishiashdhir@gmail.com	https://ashdhircreations.com/
4	Ayman Tanning Company Pvt. Ltd.	Sharib Ahmed	Director	36, Topsia Road, Uttar Panchannagram, Kolkata- 700039	9830080666	info@ayman.in	https://www.ayman.in/
5	Jisan Enterprise	Rejoyan Molla	Manager	Vill- B. S. College More, P.O- Tangrakhali, P.S- Canning, Dist- South 24 Parganas, Pin- 743329, West Bengal	8391961420	rejoyan2005@gmail.com	https://www.jishanenterprise.com/
6	Laskar Enterprise	Salauddin Laskar	Proprietor	Vill- Keyakona, P.S- Uttarkusum, P.S- Usthi, Dist- South 24 Parganas, Pin- 743375, West Bengal	9647345721	laskar.enterprise123@gmail.com	https://laskarenterprise.linker.store/
7	Arman Hossain Sardar	Arman Hossain Sardar	Proprietor	Banamalipur, Bansra, Jibantala, South 24 Parganas, West Bengal, Pin- 743363	9064555877	armanhossainsardar13@gmail.com	https://armanhossainsardar.com/
8	Halim Leather Centre	Abdul Halim Molla	Proprietor	Vill+P.O- Barzipur, P.S- Usthi, Dist- South 24 Parganas, Pin- 743375, West Bengal	8016505376	abdulhalimmolla01@gmail.com	https://www.justdial.com/Ambur/Haleem-Leathers
9	A.V. Thomas Leather & Allied Products Private Limited	Zulfiqarali Kamal Basha	General Manager - Human Resources	12, Race Course Road, Guindy, Chennai - 600 032, Tamil Nadu	9790257222	zulfi@avtleather.com	https://www.avtgroup.in/Leather-Goods.html
10	India Shoes Exports Pvt.Ltd	K. Chandramohan	Head HR , Admin & Compliance	151/4, Mount Poonamallee Road, Ramapuram, Chennai - 600 089, Tamil Nadu	8939800466	hrm@indiashoesexports.in	https://farida.co.in/
11	Enco Shoes	A. Farook Basha	Admin	350/3-B, Ammoor Road, Samathuvapuram, Ranipet - 632	9025492700	grouphr@encoshoes.com	http://www.encoshoes.com/

			Manager	402		com	oes.com/
12	Butler Leather Goods Factory India Pvt Ltd	AF Zafarul Islam	Director	No:74/1A2, 75/1A2, KVT Garden, Pullilune Village, Redhills, Chennai - 600 052	9952020278	zafar@butlerleather.com	https://www.butlerleather.com/
13	VRD Exports	Rajeev Gupta	Manager HR	Khasra No. 2013/2, Village Runakta, Agra	9536121233	hr@vrdexports.in	https://www.afmec.org/contact/194/vrd-exports
14	Carson Overseas	Zubair Khan	Accounts	B 9,10 & 11 EPIP, Shahtripuram Agra	9267257111	accounts@carsonoverseas.in	https://www.afmec.org/contact/174/carson-overseas
15	J M Footwear	Ganesh Yadav	HR Manager	C-39, site- C, UPSIDC Industrial Area Sikandra Agra	8410157427	hr@jmfootex.com	https://jmlooks.com/
16	Opel Footwear	Hirdesh Sisodiya	Partner	E-27, site-C, UPSIDC Sikandra Agra	9837619777	opelfootwearinfo@gmail.com	https://www.exportersindia.com/opel-footwear/
17	Milanya Footprints	Shivendra Kapoor	Director	UPSIDC Industrial Area Shastripuram Agra	8171716600	info@milanyafootprints.com	https://www.zauba.com/MILANYA-FOOTPRINTS-PRIVATE-LIMITED-U19202UP2017PTC093805
18	Milano Shoe Impex	Aman Shivhare	Director	E-55, site-C, Industrial Area Sikandra Agra	9058880515	amanshivhare@gmail.com	https://www.exportersindia.com/milano-shoe-impex/
19	Tej Shoe Tech	Ravindra Dixit	Dy Gen. Manager HR	10th - 11th MILE STONE, Agra-Mathura Road, Artoni Agra - 282007	9837019640	tejshoetech@tejshoetech.in	https://www.tejshoetech.in/
20	Dawar Footwear	Rajeev Mishra	HR Manager	Near Bapu Ashram, 12.5 km Agra Delhi Road Agra	9319206555	hrd@dawargroup.com	https://www.dawargroup.com/
21	Hampton Shoes	Mr. M. Faisal	HR Manager	Arazi No-971, Katri Peepar Kheda, Kanpur- Lucknow Highway, Unnao- 209861	9838504452	faisal@hamptonshoes.in	

Annexure: Training & Employment Details

Training and Employment Projections: 14000

Year	Total Candidates	Women	People with Disability
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	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities
2024-25	2000	2000	500	500	200	200
2025-26	4000	4000	1000	1000	300	300
2026-27	8000	8000	2000	2000	500	500

Data to be provided year-wise for next 3 years

Training, Assessment, Certification, and Placement Data for previous versions of qualifications: Yes

Qualification Version	Year	Total Candidates				Women				People with Disability			
		Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed
Pre-Assembly Operator & V1.0 & 2.0	2016-2024	20580	18359	18338	15036	NA	NA	NA	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: NA

1. PMKVY 1.0, 2.0, 3.0 & 4.0
2. DDU – GKY
3. IFLADP – HRD Sub Scheme (Under DPIIT)

Content availability for previous versions of qualifications: Yes

☒ 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: NA

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		

2	☐ Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners		
3	☐ Showing Practical Demonstrations to the learners		
4	☐ Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training		
5	☐ Tutorials/ Assignments/ Drill/ Practice		
6	☐ Proctored Monitoring/ Assessment/ Evaluation/ Examinations		
7	☐ On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training		

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
LSS/N2601: Carry out splitting operation in upper Footwear	PC1 Follow instructions from the work ticket or job card and clarify doubts with the supervisor	7	3		
	PC2 Ensure the work area is clean safe and free from hazards	-	3		
	PC3 Check materials to confirm they meet required specifications	2	3		
	PC4 Review and agree on work targets with the supervisor	-	3		
	PC5 Perform foundation footwear tasks safely and maintain production flow	-	3		
	PC6 Report any damaged materials or work to the responsible person	1	3		
	PC7 Sort count and validate uppers as per the job card	-	3		
	PC8 Prepare machines and materials for the splitting process	-	3		
	PC9 Split uppers to required thickness and check for accuracy	5	6		
	PC10 Sort and organize components for the next stage of production	-	5		
	Total Marks	15	35	NA	NA

LSS/N3006: Carry out the Embossing and Stamping Operations.	PC1. Identify the type of embossing and stamping operation required based on the design specification product type and material	2	-		
	PC2. Select appropriate tools dies and stamping or embossing machines as per material type and process requirement	2	-		
	PC3. Inspect and prepare the material surface to ensure it is clean flat and suitable for stamping or embossing	1	-		
	PC4. Accurately align and place the component such as insole tongue or quarter on the machine bed or under the die	-	8		
	PC5. Set appropriate machine parameters such as temperature pressure and time depending on the type of stamping or embossing	2	10		
	PC6. Perform stamping or embossing operations ensuring clarity alignment and consistency of design output	-	10		
	PC7. Inspect output for defects such as double impression burn marks misalignment or incomplete stamping and take corrective actions if needed	1	7		
	PC8. Handle and maintain dies foil rolls inks and machines properly following standard operating procedures to ensure long service life and safety	2	-		
	PC9. Maintain cleanliness of workstation and machine after operations including cleaning of stamping heads rollers or heating surfaces	1	-		
	PC10. Follow workplace safety norms including use of personal protective equipment proper posture and avoidance of machine hazards	2	-		
	PC11. Record operation details in the job sheet or batch documentation including date operator ID die used output count and defects for traceability	2	-		
Total Marks		15	35	NA	NA
LSS/N2603: Carry out ironing operation.	PC 1 Follow instructions on the work ticket or job card and clarify any unclear tasks	-	2		
	PC 2 Ensure the work area is clean safe and free from hazards	8	2		
	PC 3 Support checking materials to confirm they meet specifications and match within product pairs	-	1		

	PC 4 Review and agree on work targets with the supervisor	-	1		
	PC 5 Assist in foundation footwear operations safely while maintaining workflow and production targets	7	4		
	PC 6 Report any damaged work to the responsible person promptly	-	5		
	PC 7 Sort count and validate split uppers as per job card specifications	-	5		
	PC 8 Prepare machines and materials for ironing and cutting activities	-	5		
	PC 9 Operate ironing machine correctly by placing upper components and reinforcement materials then check quality after ironing	-	5		
	PC 10 Use correct dies to cut components accurately and organize work to support the next production stage while keeping the area clean and secure	-	5		
	Total Marks	15	35	NA	NA
LSS/N2604: Carry out marking & edge coloring operations.	PC 1 Identify marking and edge coloring requirements as per design and material type	2	2		
	PC 2 Select appropriate tools and materials for marking and edge colouring such as pens brushes and dyes	2	3		
	PC 3 Prepare material surfaces and edges by cleaning sanding or skiving where necessary	1	4		
	PC 4 Perform accurate marking on leather or non-leather components using templates or guides	2	5		
	PC 5 Apply edge colouring using correct technique such as roller brush or pen with clean and consistent results	1	7		
	PC 6 Ensure markings and edge colouring are aligned smudge free and defect free	2	5		
	PC 7 Follow safety protocols and wear appropriate personal protective equipment while working with dyes and marking tools	2	2		
	PC 8 Clean and maintain tools equipment and workstation after operations	1	3		

	PC 9 Record operation details and report any errors or quality issues to the supervisor	2	4		
	Total Marks	15	35	NA	NA
LSS/N2606: Carry out Pasting operation.	PC 1 Follow instructions from the work ticket or job card and seek clarification if tasks are unclear	-	3		
	PC 2 Ensure the work area is clean safe and free from hazards	-	3		
	PC 3 Support checking of materials to confirm they meet specifications and match within product pairs if required	-	3		
	PC 4 Review and agree on work targets with the supervisor to align with production goals	-	3		
	PC 5 Assist in foundation footwear operations safely while maintaining workflow and production efficiency	7	8		
	PC 6 Sort count and validate upper components as per job card specifications	-	3		
	PC 7 Prepare tools and materials required for the pasting activity	-	3		
	PC 8 Apply adhesive accurately on skived edges and joining areas as per requirement	8	3		
	PC 9 Allow pasted components to dry properly and check for issues like adhesive spillage	-	3		
	PC 10 Organize and place completed work for the next stage and maintain cleanliness and safety of the workstation	-	3		
	Total Marks	15	35	NA	NA
LSS/N2607: Carry out hand and machine folding activities.	PC1. Identify the components and materials to be folded as per product design	2	2		
	PC2. Select appropriate method (hand/machine) and tools for folding based on material type and product requirement	2	3		
	PC3. Prepare edges by trimming, skiving or applying adhesive if required before folding	2	4		
	PC4. Set up machine folder and adjust parameters (pressure, speed, temperature) as per material	2	4		
	PC5. Perform hand folding and/or operate the folding machine to fold edges cleanly and uniformly	1	7		
	PC6. Ensure folds are accurate, defect-free (no wrinkles/stretching), and meet product specifications	2	5		

	PC7. Follow workplace safety and PPE usage while handling sharp tools or heated equipment	2	2		
	PC8. Clean and maintain folding tools, rollers, and machines after use	1	4		
	PC9. Report defective material or faulty tools/machines and complete job documentation/logbook	1	4		
	Total Marks	15	35	NA	NA
LSS/N2608: Carry out eyeleting operations.	PC1. follow the instructions on the work ticket/ job card	-	1		
	PC2. make sure that the work area is free from hazards	-	1		
	PC3. support the operator in checking the materials used meet the specification matching within a product between a pair of products where applicable	-	3		
	PC4. agree and review agreed upon work targets with the supervisor	-	1		
	PC5. assist in carrying out foundation footwear operations safely and at a rate which maintains work flow and meets production targets	8	1		
	PC6. report any damaged work to the responsible person	-	1		
	PC7. ask questions to obtain more information on tasks when the instructions are unclear	-	1		
	PC8. sort the stitched uppers as per the job card specifications	-	1		
	PC9. place the stitched upper on the eyeleting machine positioned at the exact point mentioned in the job card to do the eyeleting	7	5		
	PC10. check to see the correct number of eyelets are inserted properly	-	5		
	PC11. sort and check the adherence to quality standards	-	5		
	PC12. sort and place work to assist the next stage of production	-	5		
	PC13. keep the tools and workplace tidy	-	5		
	Total Marks	15	35	NA	NA
LSS/N2609: Support to achieving product quality in footwear manufacturing	PC1. ensure materials and component parts meet specifications	-	1		
	PC2. ensure the quality of the product meets specification during production	6			
	PC3. maintain the required productivity and quality levels	-	1		

	PC4. carry out quality checks at agreed intervals and in the approved way	7			
	PC5. count and verify the number of uppers are as per job card at the start and end of every stage in the processes	-	1		
	PC6. sort the components as per the job card after each process before passing it to the next stage of production	-	1		
	PC7. ensure that the quality and appearance of the uppers are not affected during materials movement	-	1		
	PC8. report and replace faulty materials and component parts which do not meet specification with the operators approval	-	1		
	PC9. maintain the continuity of production with minimum interruptions and downtime	8			
	PC10. identify faults and irregularities in equipment and machinery and report to the superior	-	1		
	PC11. ensure minimum wastage and their proper disposal	7			
	PC12. ensure the components are split as per the thickness specified in the job card	-	1		
	PC13. ensure the gimped uppers conform to the curves as specified in the job card	-	1		
	PC14. ensure that the ironing is done properly and there are no pleats/wrinkles	-	1		
	PC15. correctly mark the uppers as per the design specified	-	1		
	PC16. ensure the edge color is done correctly and smoothly and should be matching exactly to the concerned uppers	7	0		
	PC17. paste the uppers carefully without any spillage/damage	-	1		
	PC18. ensure the folding is done exactly as per the basic design	-	1		
	PC19. ensure the eyeletting is done at the proper position as specified in the job card	-	1		
	Total Marks	35	15	NA	NA
LSS/N8601: Maintain health, safety & security, a clean work area & equipment, use optimized resources at the	PC 1 Compliance with health, safety and security requirements at the workplace	6	8		
	PC 2 Carry out sales activity	4	6		
	PC 3 Maintain hygiene and sanitation at the workplace	4	6		

workplace, and comply with industry & organizational Requirements	PC 4 Maintain the work area	4	6		
	PC 5 Perform maintenance operations	6	8		
	PC 6 Compliance with industry, regulatory and organizational requirements	5	8		
	PC 7 Respect diversity	5	6		
	PC 8 Material conservation practices	-	-		
	PC 9 Energy/electricity conservation practices	-	4		
	PC 10 Effective waste management/recycling practices	6	8		
	Total Marks	40	60		
DGT/VSQ/N0101 – Employability Skills					
	PC 1 Introduction to Employability Skills	1	1		
	PC 2 Constitutional values – Citizenship	1	1		
	PC 3 Becoming a Professional in the 21st Century	1	3		
	PC 4 Basic English Skills	2	3		
	PC 5 Communication Skills	1	1		
	PC 6 Diversity & Inclusion	1	1		
	PC 7 Financial and Legal Literacy	3	4		
	PC 8 Essential Digital Skills	4	6		
	PC 9 Entrepreneurship	3	5		
	PC 10 Customer Service	2	2		
	PC 11 Getting ready for apprenticeship & Jobs	1	3		
	Total Marks	20	30		
On Job Training (OJT)	PC1 Follow safety guidelines and use personal protective equipment correctly	-	-		
	PC2 Identify and understand job roles and responsibilities	-	-		
	PC3 Operate tools and machines as per instructions	-	-		

	PC4 Perform tasks under supervision with accuracy and care	-	-		
	PC5 Maintain cleanliness and organization at the workplace	-	-		
	PC6 Follow production process steps as demonstrated	-	-		
	PC7 Ask questions and seek clarification when needed	-	-		
	PC8 Record work details as required by the supervisor	-	-		
	PC9 Show improvement in speed and quality over time	-	-		
	PC10 Work respectfully with team members and supervisors	-	-		
	Total Marks	-	-		
LSS/N2610 Perform seam making operations.	PC1: Identify the required type of seam (e.g., plain, lapped, welt, piped) based on the design or product specification.	5			
	PC2: Select appropriate materials, threads, needles, and tools for seam construction.	5			
	PC3: Prepare the components (e.g., upper, lining, insole) by aligning and positioning them correctly before stitching.	5			
	PC4: Operate stitching or sewing machines as per the seam type and product requirement.		5		
	PC5: Maintain correct seam allowance, stitch type, and tension throughout the operation.		5		
	PC6: Ensure seam quality by checking alignment, stitch uniformity, strength, and finish.		5		
	PC7: Identify and rectify common seam defects such as skipped stitches, puckering, or misalignment.		5		
	PC8: Clean the work area and maintain the tools and equipment in good condition after use.		5		
	PC9: Follow safety procedures while operating machines and handling sharp tools.		5		
	PC10: Report any material defects, machine malfunctions, or quality issues to the supervisor.	5			
	Total Marks	20	30	NA	NA

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.

Leather SSC has well defined assessment process wherein SSC directly executes & monitors the assessment through a pool of trained certified assessors. The assessors are available locally in all major clusters and Question banks are provided in the local language. Clear-cut Pre assessment, Assessment & Post Assessment strategies have been developed incorporating latest technology & real time monitoring of the entire assessment process. All the relevant stakeholders are educated on the Assessment & QA practices with well-defined role for each stakeholder

The assessment consists of majorly two-components

1. Cognitive (Knowledge-based)
 - a. Summative assessment consisting of 20 theory questions with Multiple Choice, equally distributed to NOS present in the qualification pack.
 - b. This will test their knowledge & understanding of the theory concept covered in the training part.
2. Psychomotor (Skill based)
 - a. Formative assessment consisting of practical demonstration & performance of the job role as per the NOS ,including VIVA
 - b. This will test their skill and application of the practical concepts in the QP.

Assessment Process:

- Training Partner (TP) shares the candidate details in the prescribed format with SSC and assessment is scheduled for a mutually agreed date.
- TP makes the necessary arrangements for assessment
- On the assessment date, the assigned assessor reaches the location (mostly Training Centre) and confirms the assessment arrangements.
- Assessor performs the Pre-assessment QA checks including the lab setup, training attendance, Logbook and candidate documents. It's mandatory to check and confirm the candidate identity with the support of the concerned batch trainer & candidate ID
- Assessment process is completely online using Mobile/ Tablet with live monitoring & recording.
- Theory assessment is completely online & scoring is done automatically. Practical assessment can be proctored in case of End Point Assessor method wherein the proctor uploads the practical video for which scoring is done by end point assessor or assessor based where in assessor gives the scoring for each question.
- Once the practical & viva scoring is completed, the scores are locked & results are generated instantaneously.

Quality Assurance in Assessment Process:

- Detailed SOP/checklist shared with TP & assessor on the assessment process

- Geotagging & Whats app Group –Periodic sharing of pics & videos - What's app group is maintained wherein the assessor shares his/her geotagged photo once they reach the TC. Then only the assessor is given access to the online assessment documents. The assessors are instructed to share the geotagged pics & short videos of assessment in the group as the assessment progress..
- MI Camera Monitoring - As the assessor reaches the TC, Mi camera has to be connected for Live monitoring & the whole assessment activity is recorded. Live monitoring of assessments keep a check on the assessor & TPs during the assessment. Any malpractices involved can be easily caught with evidence.

Best Practices:

1. Assessment:
 - a. Geo Tagging
 - b. Access to Online assessment documents for assessor only after reaching the Training Centre.
 - c. Randomization of questions
 - d. Question Paper set at Control
 - e. LIVE monitoring & recording of assessment
2. Assessor
 - a. Capacity building trainings given periodically
 - b. Distribution of centers
 - c. Travel arrangements
 - d. Performance of assessor Empaneled
 - e. SLA with emphasis on malpractice
3. Online Platform
 - a. User friendly
 - b. Capable of operating in poor internet connectivity
 - c. Randomization of papers
 - d. Photograph of candidate & ID card captured before theory & practical assessment

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