

QUALIFICATION FILE – Micro Credentials

Sustainable Practices in Packaging and Fixtures

☒ Public ☐ Private

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

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

NCrF/NSQF Level: 3.0

Submitted By:

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Section 1: Basic Details

1.	Micro Credential-Qualification Name	Sustainable Practices in Packaging and Fixtures															
2.	Sector/s	Retail															
3.	National Qualification Register (NQR) Code & Version (Will be issued after NSQC approval.)	NM-03-OR-04257-2025-V1-RASCI	4. NCrF/NSQF Level: 3.0														
5.	Brief Description of the Micro Credential	This Micro credential describes the performance criteria, knowledge and understanding including generic skills required to sustainable material in all product packaging, fixtures, equipment and display props. This Occupational Standard applies to teams in Buying, Sourcing and Purchasing Departments who work with suppliers providing the packaging for products and fixtures to the business. They operate independently, under limited supervision from others, and are responsible for making operational decisions.															
6.	Eligibility Criteria for Entry for Students/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience <table><tr><th>S. No.</th><th>Academic/Skill Qualification (with specialization- if applicable)</th><th>Relevant Experience (with specialization- if applicable)</th></tr><tr><td>1</td><td>10th grade pass or pursuing</td><td rowspan="2">No experience required.</td></tr><tr><td>2</td><td>Grade 8 pass with two years of (NTC/ NAC) after 8th</td></tr><tr><td>3</td><td>Previous relevant Qualification of NSQF Level 2.5</td><td>1.5-year relevant experience in retail operations.</td></tr><tr><td>4</td><td>Previous relevant Qualification of NSQF Level 2.0</td><td>3-year relevant experience in retail operations.</td></tr></table> b. Age <Please specify age only in case of any legal restrictions>:		S. No.	Academic/Skill Qualification (with specialization- if applicable)	Relevant Experience (with specialization- if applicable)	1	10th grade pass or pursuing	No experience required.	2	Grade 8 pass with two years of (NTC/ NAC) after 8th	3	Previous relevant Qualification of NSQF Level 2.5	1.5-year relevant experience in retail operations.	4	Previous relevant Qualification of NSQF Level 2.0	3-year relevant experience in retail operations.
S. No.	Academic/Skill Qualification (with specialization- if applicable)	Relevant Experience (with specialization- if applicable)															
1	10th grade pass or pursuing	No experience required.															
2	Grade 8 pass with two years of (NTC/ NAC) after 8th																
3	Previous relevant Qualification of NSQF Level 2.5	1.5-year relevant experience in retail operations.															
4	Previous relevant Qualification of NSQF Level 2.0	3-year relevant experience in retail operations.															
7.	Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	1	8. Common Cost Norm Category (I/II/III) (wherever applicable): II														
9.	Any Licensing Requirements/ Pre-requisites for Undertaking Training (wherever applicable)	Not Applicable															

10.	Expected Outcomes of the Micro Credential	Terminal learning outcomes are: By the end of this module, the learner will be able to: • Explain the concept of sustainability and its importance in the Retail Sector • Discuss the benefits of optimizing space by reducing fixtures usage. • Outline some of the new designs and types of packaging that will help optimize space. • Assess that all material used for packaging meets Health and Safety (H&S) regulations throughout its lifecycle. • Determine KPIs for compliance, monitoring and reporting of sustainability operations in product packaging process and usage of fixtures.																	
11.	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 Only ☐ Online Only ☒ Blended <table border="1"> <thead> <tr> <th>Training Delivery Mode</th> <th>Theory (Hours)</th> <th>Practical (Hours)</th> <th>Total (Hours)</th> </tr> </thead> <tbody> <tr> <td>Classroom (offline)</td> <td>-</td> <td>05</td> <td>05</td> </tr> <tr> <td>Online</td> <td>20</td> <td>05</td> <td>25</td> </tr> </tbody> </table> <i>(Refer Blended Learning Annexure for Details)</i>						Training Delivery Mode	Theory (Hours)	Practical (Hours)	Total (Hours)	Classroom (offline)	-	05	05	Online	20	05	25
Training Delivery Mode	Theory (Hours)	Practical (Hours)	Total (Hours)																
Classroom (offline)	-	05	05																
Online	20	05	25																
12.	Assessment Criteria	<table border="1"> <thead> <tr> <th>Theory (Marks)</th> <th>Practical (Marks)</th> <th>Project (Marks)</th> <th>Viva (Marks)</th> <th>Total (Marks)</th> <th>Passing %age</th> </tr> </thead> <tbody> <tr> <td>50</td> <td>50</td> <td>-</td> <td>-</td> <td>100</td> <td>50%</td> </tr> </tbody> </table>						Theory (Marks)	Practical (Marks)	Project (Marks)	Viva (Marks)	Total (Marks)	Passing %age	50	50	-	-	100	50%
Theory (Marks)	Practical (Marks)	Project (Marks)	Viva (Marks)	Total (Marks)	Passing %age														
50	50	-	-	100	50%														
13.	Is the Qualification Amenable to Persons with Disability	☒ Yes ☐ No If “Yes”, specify applicable type of Disability:																	
14.	How participation of women will be encouraged?	Through women’s organisations for social welfare, Higher and General education institutes, designated NGOs for Women’s Welfare & Development																	
15.	Other Indian Languages in which the Micro Credential will be implemented.	Hindi																	
16.	Is similar Micro Credential Qualification(s) available on NQR-if yes, justification for this qualification	☐ Yes ☒ No URLs of similar Qualifications:																	

17.	Name and Contact Details Submitting / Awarding Body SPOC	Name: Ms. Amruta Khodke Email: amruta.khodke@rasci.in Contact No.: +91 22 40058210-5; Ext. 17 Website: https://www.rasci.in	
18.	NSQC Approval Date: 08/05/2025	19. Validity Duration: 3 Years	20. Next Review Date: 08/05/2028

Section 2: Training Related

1.	Trainer's Qualification and experience in relevant sector (in years) <i>(as per requirement and NCVET guidelines)</i>	- Graduate/Certification in materials management with 5 years relevant experience in practicing sustainability in Store Design Management & project Management operations. Area of Experience - Projects, Materials Management, understanding retail, knowledge of general e sustainable materials in Retailing, Retail Sales/ Store operations. - OR - Diploma in Retail Operations/Retail Management with 5 years of experience in teaching in sustainability practices for graduate/ undergraduate students. Area of Experience – Teaching Sustainability operations in Projects, Materials Management, understanding retail, knowledge of general e sustainable materials. Platform Certification: Recommended that the Trainer is certified for the Job Role: “Trainer (VET and skills)”, mapped to the Qualification Pack: “MEP/Q2601, v2.0”. The minimum accepted score is 80%.
2.	Master Trainer's Qualification and experience in relevant sector (in years) <i>(as per requirement and NCVET guidelines)</i>	ToT certified trainer with minimum 5 years of training experience in store operations, upskilled and certified in the qualification of Deputy Manager (Retail Store Department) RAS/Q0106.
3.	Tools and Equipment Required for Training	☐ Yes ☒ No <i>(If “Yes”, details to be provided in Annexure)</i>

Section 3: Assessment Related

1.	Assessor's Qualification and experience in relevant sector (in years) <i>(as per requirement and NCVET guidelines)</i>	Graduate/Certification in materials management with 5 years relevant experience in practicing sustainability in Store Design Management & project Management operations.
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		Area of Experience - Projects, Materials Management, understanding retail, knowledge of general e sustainable materials in Retailing, Retail Sales/ Store operations. OR Diploma in Retail Operations/Retail Management with 5 years of experience in teaching in sustainability practices for graduate/ undergraduate students. Area of Experience – Teaching Sustainability operations in Projects, Materials Management, understanding retail, knowledge of general e sustainable materials. Platform Certification: Recommended that the Assessor is certified for the Job Role: “Assessor (VET and skills)”, mapped to the Qualification Pack: “MEP/Q2701,v2.0”. The minimum accepted score is 80%.
2.	Proctor’s Qualification and experience in relevant sector (in years) <i>(as per requirement and NCVET guidelines)</i>	12th grade pass with 2 years of experience in exam invigilation including minimum 1 year exam proctoring experience on a digital assessment platform.
3.	Lead Assessor’s/Proctor’s Qualification and experience in relevant sector (in years) <i>(as per requirement and NCVET guidelines)</i>	Graduate and above with a minimum of 10 years of industry experience in retail store operations.
4.	Assessment Mode <i>(Specify the assessment mode)</i>	Mode: ☒ Online Only ☐ Offline Only ☐ Blended
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 4: Evidence of Need of the Micro Credential

As per the NCVET Guidelines for evidence of need, provide the required Annexure/Supporting documents.

1.	Government /Industry initiatives/ requirement (Yes/No): No
2.	Number of Industry validations provided: 22
3.	Estimated number of people to be trained: 800

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Section 5: Annexure Check List

Specify Annexure Number and Name.

1.	Annexure: NCrf/NSQF level justification based on NCrf Level/NSQF descriptors <i>(Mandatory)</i>	Enclosed
2.	Annexure: Learning Outcomes and Assessment Criteria <i>(Mandatory)</i>	Enclosed
3.	Annexure: Assessment Strategy <i>(Mandatory)</i>	Enclosed
4.	Annexure: List of tools and equipment relevant for qualification <i>(Mandatory – Except in case of online course)</i>	Enclosed
5.	Annexure: Blended Learning <i>(Mandatory in case selected mode of delivery is “Blended Learning”)</i>	NA
6.	Annexure: Acronym and Glossary <i>(Optional)</i>	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	The individual carries out familiar, routine, and predictable tasks related to packaging and fixture selection in a retail environment. Tasks include identifying the environmental impact of packaging materials, suggesting sustainable alternatives, and contributing to the reduction of waste. The work is performed with limited supervision, following clearly defined procedures, with some responsibility for selecting from known solutions to improve sustainability practices.	The individual is required to: - Possess knowledge of standard operating procedures employed in routine contexts. - Understand the basic concept of timely delivery and quality of products and services. - Be able to interpret the available information & communicate the same to all the stakeholders. - Have basic knowledge of collecting and organizing information for problem identification and solution. - Understand the basic financial aspects and must use limited discretion and judgement over a range of known responses to familiar problems.	3.0
Professional and Technical Skills/ Expertise/ Professional Knowledge	The job role requires knowledge of: - The concept and importance of sustainability in retail. - The three pillars of sustainability (environmental, economic, social). - Environmental challenges associated with conventional packaging and fixtures.	The individual is required to: - Apply a range of skills and needs to have technical capabilities of carrying out a choice of processes and procedures within the range of familiar contexts. - Gain, and wherever relevant apply a range of knowledge, skills & understanding.	3.0

	- Types of sustainable materials, their uses, and benefits. - Basic environmental norms and eco-labels related to packaging. This knowledge is practical and procedural, used in routine work contexts, and based on standard procedures and familiar problems, in line with Level 3 requirements.	- Have skills for identification of the problem and issues within the range of familiar contexts and generate possible solution. - Have skills to identify the relevant tools and materials in given context.	
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	The role demands the ability to: - Identify and differentiate between sustainable and non-sustainable materials. - Make basic decisions on selecting environmentally friendly options within a defined range. - Communicate choices and suggestions effectively. - Participate in activities like group discussions, role plays, or eco-conscious design tasks, showing application of judgement within known parameters. These are cognitive and practical skills, used to identify problems and select appropriate solutions from known alternatives.	The individual is required to: - Work as a member of a team/ within a team. - Display personal motivation, positive attitude & passion for work. - Good skills in written and oral communication with some clarity, basic knowledge of language to support such communication. - Intermediate literacy and numeracy skills and skills for workshop calculations and basics of arithmetic and algebraic principles. - Have broader employability skills including self-employment and mini entrepreneurship. - Use digital tools, has basic Financial and Digital literacy, Aadhar and Mobile	3.0
Broad Learning Outcomes/Core Skill	The individual demonstrates: Clear written and oral communication to explain sustainability concepts or suggest alternatives.	The individual is required to: Carry out job/ work/ tasks/ in a familiar, predictable, routine, situation of clear choice.	3.0

	• Ability to interpret material specifications, packaging guidelines, and sustainability indicators. • Basic numeracy and calculation skills for estimating material usage or waste. • Use of digital tools for research or documentation purposes. • Understanding of social and environmental implications of packaging choices. These reflect the core employability skills expected at Level 3.	• Focus on range of application of standard procedures or operations in services. • Identify/ anticipate the problems and possible range of solutions in production/ services. • Perform tasks by own and require little instructions and supervision. • Understand all safety & general hygiene norms and environmental aspects, together with risks.	
Responsibility	The individual: • Takes responsibility for own work, including maintaining sustainability standards in packaging and fixture use. • Assists in planning or suggesting improvements for sustainable retail operations. • May guide helpers or team members in routine tasks involving sustainable material handling or waste reduction. • Ensures adherence to safety, hygiene, and environmental guidelines. This level of autonomy and responsibility for quality and delivery of one's own output aligns with Level 3 descriptors.	The individual is required to: • Take responsibility for delivery and quality of own work and tangible output. • Works as a skilled worker/ technician. • Take work from the helpers or assistants and collaboratively work with juniors. • Assist in the planning of the routine and predictable tasks within a specific field.	3.0

Annexure: Learning Outcomes and Assessment Criteria

Detailed learning outcomes and assessment criteria for the qualification are as follows:

S. No.	Assessment Criteria for Performance Criteria	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC 1.	Explain the concept of sustainability and its specific relevance to the retail sector.	2	2	-	-
PC 2.	Describe the three pillars of sustainability — environmental, social, and economic.	3	3	-	-
PC 3.	Identify key environmental challenges associated with traditional retail packaging and fixtures, such as plastic waste, carbon footprint, and resource depletion.	2	2	-	-
PC 4.	Outline the benefits of adopting sustainable practices in packaging and fixtures, including cost savings, enhanced brand image, and customer loyalty.	3	3	-	-
PC 5.	Differentiate between unsustainable and sustainable practices in the context of retail packaging and fixtures.	3	3	-	-
PC 6.	Identify commonly used packaging and fixture materials in a retail environment and assess their environmental impact.	3	3	-	-
PC 7.	Select sustainable alternatives to materials/fixtures in simulated or real-world scenarios.	3	3	-	-
PC 8.	Reduce packaging of the products manufactured and optimize space to reduce fixtures usage	3	3	-	-
PC 9.	Re-use the current product packaging and fixtures	3	3	-	-
PC 10.	Ensure usage of recyclable material for product packing and fixtures	2	2	-	-
PC 11.	Ensure that material used in product packaging and fixtures is reusable for re-packing same product or used for other purposes	3	3	-	-
PC 12.	Use compostable material in product packaging and fixtures that can safely degrade into environment	3	3	-	-
PC 13.	Use material made in eco-factories	3	3	-	-
PC 14.	Use right sized packaging for optimization	3	3	-	-
PC 15.	Ensure that all material used for packaging meets Health and Safety (H&S) regulations throughout its lifecycle	2	2	-	-
PC 16.	Ensure all fixtures and props meets H&S regulations to protect the staff & customers	2	2	-	-
PC 17.	Verify the certifications that classify factories as eco-factories	3	3	-	-
PC 18.	Ensure all compliances are met in every area of operations	2	2	-	-
PC 19.	Determine key performance indicators (KPIs) and evaluation parameters related to environment sustainability.	2	2	-	-
Total Marks		50	50		

Annexure: Assessment Strategy

Specify the assessment strategy and plan to evaluate the Candidate on the required competencies of the qualification.

1. Assessment System Overview:

- Batches are assigned to the NCVET recognised RASCI empaneled Assessment Agencies (AA) for conducting all Government funded NSQF assessment on SIP and or email 7 days to 15 days in advance or based on the availability of the complete information received from the training entities on completion dates and receipt of assessment fee for assessment of the training batches.
- Assessment Agencies (AA) send the assessment confirmation to VTP/TC looping RASCI within 24 hours of receipt of information on assessment assignment from RASCI.
- Assessment agency reviews the assessment centre/ Training Centre (TC)/ VTP centre before the commencement of assessments against the prescribed infrastructure and equipment.
- Assessment agency deploys the certified Assessor or Certified Proctor for executing the assessment.
- The assessment will be conducted online on digital devices such as computers, Tabs, Laptops, Smart Phones either through web browser or apps having the ability to auto proctor and remote physical proctor the assessments.
- **Theory Assessment (Online):** Theory assessments will be Multiple Choice Questions (MCQ) based.
- **Practical:** This test will be administered through online digital assessment platform through case study / scenario based multiple choice questions on digital devices such as computers, Tabs, Laptops, Smart Phones either through web browser or apps having the ability to auto proctor and remote physical proctoring.
- **A certified assessor intervention is Not mandatory** for this qualification as the assessments are conducted completely online on digital platform with comprehensive auditable trails under the supervision of qualified/ certified proctor(s). The results are auto determined by the digital assessment platform without a need for human intervention.
- Assessment Agency must ensure the Assessor/ Proctor arrives 1 hour before the commencement of assessments.

- Assessment agency confirms the commencement and conduct of assessments to the training entity and RASCI provided the Assessment centre/ TC/ VTP Centre for assessment complies to the infrastructure and equipment prescribed by RASCI for conduct of assessments.
- The assessment agency monitors and records the proceedings of the assessment on the ground and will share the access of live feeding/ audit trails of the proceedings from its digital assessment platform.
- RASCI monitors/ audits the assessment process & records.
- **For Remote Online Assessments:** AA must follow and implement all the guidelines of RASCI for conducting remote online assessments.

2. Testing Environment:

- AA/ Assessor/ Proctor to note the Assessment location, date and time.
- If the batch size is more than 30, then there should be 2 Assessors/ proctors deployed by the AA.
- The assessor and proctors must conduct the orientation session to the candidates on the assessment protocols and processes as prescribed by RASCI.
- Check and confirm that the allotted time to the candidates to complete Theory & Practical Assessment is correct as per the assessment blueprint.
- Assessment centre/ TC/ VTP centre must verify the identity of the Assessor/ Proctor in alignment with the SOP for assessments released by RASCI.
- The Assessor/ Proctor of the AA must verify the identity and the training attendance of the candidate as per the scheme and or RASCI assessment SOP.
- Only those candidates complying with the requisite training attendance prescribed by the scheme guidelines and or RASCI guidelines must be allowed to proceed and undertake the assessments.
- AA will be held responsible for any deviation on the above and will be levied penalties including revoking of Assessment Agency status of RASCI as per NCVET guidelines and RASCI assessment guidelines.
- The Assessment Centre/ VTP/TC including the Assessment Agency, Assessor and or Proctor will adhere to all the guidelines under the SOP for assessments of RASCI.
- **For Remote Online Assessments:** AA must follow and implement all the guidelines under conducting remote online assessments.

3. Assessment Quality Assurance levels/Framework:

- Question bank is created by the Subject Matter Experts (SME) from the Assessment Agency and are verified by the other SME and approved by RASCI.

- Questions are mapped to the specified assessment criteria/ assessment blueprint approved by RASCI for the qualification.
- Assessor must be ToA certified/ Proctor must be certified as per the guidelines of RASCI.
- Trainer must be ToT Certified by RASCI on this qualification and must possess a valid ToT certificate during the conduct of training of the batch being assessed.
- Assessor/ Proctor must verify the validity of the ToT certificate of the trainer.
- The assessment must **NOT** be allowed to continue if the ToT certificate of the trainer was or is not valid during the duration/ tenure of training of the batch being assessed.
- Ensure all assessment data and evidence is collected and stored as per the requirements.
- AA/ Assessor/ Proctor must report any noncompliance/ malpractices to RASCI immediately.
- The Assessment Centre/ VTP/TC including the Assessment Agency, Assessor and or Proctor will adhere to all the guidelines under the SOP for assessments of RASCI.
- **For Remote Online Assessments:** AA must follow and implement all the guidelines under conducting remote online assessments.

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
- The attendance sheet signed by the candidates with the declaration certifying the validity of the candidate by the VTP/ TC Official/ Assessment Centre official with stamp/ seal and signature of the authorised signatory of VTP/TC/ Assessment Centre.
- Assessment attendance sheets co-certified by Assessor/ Proctor
- Training attendance records of the candidate, AEBAS attendance records wherever applicable.
- Feedback forms prescribed by RASCI on the assessment process from the assessed candidates.
- Group Photograph of the trainees, assessor and training centre officials with geotagging and time stamp.

- The soft copy of the answer sheets and or hard copies including marking sheet signed by the Assessor/ Proctor approved by authorised official of Assessment Agency with signature and stamp.
- Video recording and still photographs (minimum 5) of the entire assessment process of the batch supported by video recording and intermittent still photographs on the digital assessment platform of each candidate while she/ he is undergoing assessments.
- The credibility score report on the digital online assessment platform in alignment with RASCI SOP for assessment.
- A timestamped image of the candidate on the assessment platform including the image of the Govt. authorised identity card of the candidate must be made available once the candidate takes the assessment.
- A timestamped image of the candidate is available once the candidate takes the assessment.
- **Candidate Photograph/ ID photograph:** A candidate snapshot and his/her ID snapshot is being captured before the candidate is allowed to start the test.
- **Assessment Logs:** AA Maintains a detailed audit log of each assessment that is administered. Audit logs should be recoverable on requests from RASCI. Assessment audit log should include:
 - The time when the assessment is being started.
 - Flags in case an additional person is there
 - Flags in case candidate navigate away from the window.
 - Candidate away from the test window
 - Any other device spotted.
 - The time when the candidate finishes the test.
 - Question wise and NOS-wise summary of the attempt
 - Response sheets/ Answer sheets including the question paper.
 - All applicable other credibility scores including the above of the candidate.
- **For Remote Online Assessments:** AA must follow and implement all the guidelines under conducting remote online assessments.

5. Method of verification or validation of assessment processes:

- AA must provide live feed access to RASCI through the appropriate digital infrastructure such as IP camera etc to seamlessly to remotely monitor the assessments happening at the Assessment centre/ VTP Centre/ TC.
- Surprise visit to the assessment location by RASCI authorised personnel and or agency including RASCI officials.

6. Method for assessment documentation, archiving, and access

- Hard and hard copies converted to soft copies of the documents are stored.
- The assessment logs including the response sheets and documentation recommended by RASCI from time to time must be maintained by the AA in soft and hard form for 5 years and access to validate/ Audit and comment must be provided to RASCI.
- The documentation mentioned in the above SI No 1 to SI No 6 needs to be archived on the cloud server and maintained by the Assessment Agency soft form with constant seamless access being provided to RASCI by AA. The hard copies of the same need to be maintained by AAs and given access to RASCI on demand.

On the Job: Not Applicable to this Qualification

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Annexure: Tools and Equipment

List of Tools and Equipment

Batch Size:

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
1	Projector	3000 Lumens, HDMI compatible	1
2	Whiteboard / Flip Chart	6 ft x 4 ft	2
3	Markers (Dry Erase)	Assorted colors, non-toxic	10
4	Printer	Color printer, A4 size	1
5	Scanning Equipment	Barcode scanner	3
6	Case Study	Retail sustainability case studies (printed or digital)	30 (1 per learner)
7	Assorted packaging materials	Includes plastic, paper, cardboard, glass, metal, biodegradable packaging, etc.	Sufficient variety for group activities (minimum 5 sets)
8	Fixture material samples	MDF, plywood, acrylic, metal, bamboo, recycled plastic, etc.	Sample set per table/group (6 sets)
9	Access to case study videos or virtual store walkthroughs	Compostable bags, corrugated boxes, reusable wraps, etc.	Digital access and 5–6 physical examples
10	Role play or discussion prompt cards	Laminated or printed cards with scenarios and discussion points	10–15 sets (for breakout groups)
11	Dummy product packaging for review	Food packets, cosmetic boxes, e-commerce parcels	30
12	Sample store shelf or visual merchandising display with mock fixtures	Adjustable or fixed mock shelf/display for demonstration	1–2
13	Monitoring Tracker	Pre-formatted Excel or paper-based sheet to track progress	30 (1 per learner)
14	Feasibility Analysis Report Template	Standardized template for evaluating sustainable alternatives (printed/digital)	30 (1 per learner)
15	Reporting Format template	Pre-designed format to document findings (printed/digital)	30 (1 per learner)

Classroom Aids:

The aids required to conduct sessions in the classroom are:

1. LCD Projector
2. Desktop / Laptop computer with internet connections
3. White board and whiteboard marker
4. Pen & notepad
5. Presentation deck

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Annexure: Industry Validations Summary

S. No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID	LinkedIn Profile (if available)
1	Titan	Sabharatnam Narayanan	Head -Retail Training	Bengaluru	992025444115	narayanans@titan.co.in	-
2	Shoppers Stop	Aniruddha Mahajan	Deputy VP HR operations	Maharashtra	022-42497000	aniruddha.mahajan@shoppersstop.com	-
3	Pay nearby	Anand kumar Bajaj	Director	Maharashtra	7738947773	anand@paynearby.in	-
4	Big basket	Kavita Bagwe	Regional HR – Head Mumbai	Maharashtra	9619791692	Kavita.bagwe@bigbasket.com	-
5	Max – landmark Group	Dinesh Kumar	Senior Manager	Bengaluru	77609970816	dinesh.kumar@landmarkgroup.in	-
6	BIBA	Sushanta Majumdar	Manager - HR	Gurugram	9830857006	Majumdar@bibaindia.com	-
7	Medplus	D.Hari hara Rao	Head-HR	Hyderabad	8888051127	harid@medplusindia.com	-
8	Reliance SMART	Jeeva Balakrishnan	Chief Talent Officer	Maharashtra	9940011500	Jeeva.balakrishnan@ril.com	-
9	Reliance digital						
10	Jio mart, Netmeds.com, AJIO.com, Urban Ladder, Jio Mart digital, Jio Digital Life						
11	Reliance TRENDS, Reliance Jewels, TRENDS Footwear						
12	7 Eleven, Reliance Fresh						

	signature, Freshpik, SMART Point						
13	Hamleys						
14	GAP						
15	METRO wholesale						
16	Fashion Factory						
17	Reliance mall						
18	Joyalukkas	Joseph Christo	DGM HR & Admin	Kerala	9447767916	christo@joyalukkas.com	-
19	ABFRL	Suresh Shanbagh	Sr General Manager HR	Mumbai	8652533236	suresh.shanbagh@abfrl.adityabirla.com	-
20	RJ corp	Tavleen Nayal	AGM-HR	New Delhi	9582339496	tavleen.nayal@rjcorpretail.com	-
21	Croma	Robin Sharma	HRBP	Mumbai	7738384471	robin.sharma@croma.com	-
22	Viveks	Vasumathi Kalyanaraghavan	Manager- HR & Admin	Chennai	9566151348	vasumathi.k@viveks.com	-

Annexure: Training Details

Training Projections:

Year	Estimated Training # of Total Candidates	Estimated training # of Women	Estimated training # of People with Disability
2024-25	400	100	40
2025-26	600	250	100
2026-27	1000	450	250

Data to be provided year-wise for next 3 years.

Annexure: Blended Learning

Blended Learning Estimated Ratio & Recommended Tools:

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	LCD, Projector, Laptop, MSOffice Suite, Flipchart, whiteboard, Markers, wi-fi connectivity	0:100
2	☐ Imparting Soft Skills, Life Skills and Employability Skills /Mentorship to Learners		
3	☒ Showing Practical Demonstrations to the learners	Flipchart with Markers, Packaging Material Samples, Eco-Label & Symbol Flashcards, Different packaging/fixture materials comparison Charts, Posters/Infographics on 5Rs (Refuse, Reduce, Reuse, Repurpose, Recycle), Workbooks / Activity Sheets	50:50
4	☒ Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training	Flipchart with Markers, Packaging Material Samples, Eco-Label & Symbol Flashcards, Different packaging/fixture materials comparison Charts, Posters/Infographics on 5Rs (Refuse, Reduce, Reuse, Repurpose, Recycle), Workbooks / Activity Sheets	50:50
5	☐ Tutorials/ Assignments/ Drill/ Practice	Not applicable	Not applicable
6	☒ Proctored Monitoring/ Assessment/ Evaluation/ Examinations	Online assessment	0:100
7	☐ On the Job Training (OJT)/ Project Work Internship	Not applicable	Not applicable

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
NQR	National Qualification Register
NSQF	National Skills Qualifications Framework
OJT	On the Job Training

Glossary

Term	Description
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 based on their main economic function, product, service or technology.