



## QUALIFICATION FILE

### Airline Ground Support Equipment Operator

- Short Term Training (STT)  Long Term Training (LTT)  Apprenticeship  
 Upskilling  Dual/Flexi Qualification  For ToT  For ToA
- General  Multi-skills (MS)  Cross Sectoral (CS)  Future Skills  OEM

NCrF/NSQF Level: 4

Submitted By:

Aerospace and Aviation Sector skill Council  
AASSC, C/o Dynamatic Manufacturing Ltd,  
Plot No. V77 & 78, 1st Main Road, 2nd stage  
Peenya Industrial Area, Bengaluru- 560058

## Table of Contents

Section 1: Basic Details.....	3
Section 2: Module Summary.....	5
NOS/s of Qualifications.....	5
Mandatory NOS/s: .....	5
Elective NOS/s.....	6
Optional NOS/s .....	6
Assessment - Minimum Qualifying Percentage.....	6
Section 3: Training Related.....	6
Section 4: Assessment Related .....	7
Section 5: Evidence of the need for the Qualification .....	7
Section 6: Annexure & Supporting Documents Check List.....	8
Annexure: Evidence of Level .....	8
Annexure: Tools and Equipment (Lab Set-Up) .....	12
Annexure: Industry Validations Summary .....	13
Annexure: Training & Employment Details.....	13
Annexure: Blended Learning .....	14
Annexure: Detailed Assessment Criteria .....	15
Annexure: Assessment Strategy.....	19
Annexure: Acronym and Glossary.....	21

## Section 1: Basic Details

<b>1.</b>	<b>Qualification Name</b>	Airline Ground Support Equipment Operator													
<b>2.</b>	<b>Sector/s</b>	Aerospace and Aviation													
<b>3.</b>	<b>Type of Qualification:</b> <input type="checkbox"/> New <input checked="" type="checkbox"/> Revised <input type="checkbox"/> Has Electives/Options <input type="checkbox"/> OEM	<b>NQR Code &amp; version of existing/previous qualification: (change to previous, once approved)</b> Code: QG-04-AA-03902-2025-V2-AASSC Version:3.0	<b>Qualification Name of existing/previous version:</b> Airline Ground Support Equipment Operator												
<b>4.</b>	<b>a. OEM Name</b> <b>b. Qualification Name</b> <i>(Wherever applicable)</i>	b. Airline Ground Support Equipment Operator													
<b>5.</b>	<b>National Qualification Register (NQR) Code &amp;Version</b> <i>(Will be issued after NSQC approval)</i>	QG-04-AA-03902-2025-V2-AASSC 3.0	<b>6. NC r F /NSQF Level:</b> 4												
<b>7.</b>	<b>Award (Certificate/Diploma/Advance Diploma/ Any Other</b> <i>(Wherever applicable specify multiple entry/exits also &amp; provide details in annexure)</i>	certificate													
<b>8.</b>	<b>Brief Description of the Qualification</b>	An Airline Ground Support Equipment (GSE) Operator is responsible for operating and maintaining ground support equipment, such as tugs, belt loaders, and aircraft tractors. This role ensures the safe and efficient movement of aircraft and luggage on the ground. Operators must be trained in safety protocols, equipment handling, and airport operations.													
<b>9.</b>	<b>Eligibility Criteria for Entry for Student/Trainee/Learner/Employee</b> 12th Grade Pass/Equivalent Or 10th grade pass Or 8th pass plus 2-year NTC plus 1-Year NAC plus 1-Year CITS (LMV/HMV license required) Or Previous relevant qualification of NSQF Level 3	<b>a. Entry Qualification &amp; Relevant Experience:</b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 10%;">S. No.</th> <th style="width: 55%;">Academic/Skill Qualification (with Specialization - if applicable)</th> <th style="width: 35%;">Required Experience (with Specialization - if applicable)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">01</td> <td>12th Grade Pass/Equivalent</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">02</td> <td>10th grade pass</td> <td>with two years of any combination of NTC/NAC (LMV/HMV license required)</td> </tr> <tr> <td style="text-align: center;">03</td> <td>Previous relevant qualification of NSQF Level 3</td> <td>with minimum 3 Years Experience.</td> </tr> </tbody> </table> <b>b. Age:</b> NA		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)	01	12th Grade Pass/Equivalent	-	02	10th grade pass	with two years of any combination of NTC/NAC (LMV/HMV license required)	03	Previous relevant qualification of NSQF Level 3	with minimum 3 Years Experience.
S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)													
01	12th Grade Pass/Equivalent	-													
02	10th grade pass	with two years of any combination of NTC/NAC (LMV/HMV license required)													
03	Previous relevant qualification of NSQF Level 3	with minimum 3 Years Experience.													
<b>10.</b>	<b>Credits Assigned to this Qualification, Subject to Assessment</b> <i>(as per National Credit Framework (NCrF))</i>	13	<b>11. Common Cost Norm Category (I/II/III)</b> <i>(wherever applicable):</i> I												
<b>12.</b>	<b>Any Licensing requirements for Undertaking Training on This Qualification</b> <i>(wherever applicable)</i>	LMV/HMV license required													

13.	<b>Training Duration by Modes of Training Delivery</b> ( <i>Specify Total Duration as per selected training delivery modes and as per requirement of the qualification</i> )	<input checked="" type="checkbox"/> Offline <input type="checkbox"/> Online <input type="checkbox"/> Blended																						
		<table border="1"> <thead> <tr> <th>Training Delivery Modes</th> <th>Theory (Hours)</th> <th>Practical (Hours)</th> <th>OJT Mandatory (Hours)</th> <th>OJT Recommended (Hours)</th> <th>Total (Hours)</th> </tr> </thead> <tbody> <tr> <td>Classroom (offline)</td> <td>120:00</td> <td>150:00</td> <td>120:00</td> <td>00:00</td> <td>390:00</td> </tr> <tr> <td>Online</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)	Classroom (offline)	120:00	150:00	120:00	00:00	390:00	Online									
		Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																	
Classroom (offline)	120:00	150:00	120:00	00:00	390:00																			
Online																								
<i>(Refer Blended Learning Annexure for details)</i>																								
14.	<b>Aligned to NCO/ISCO Code/s</b> ( <i>if no code is available mention the same</i> )	NCO-2015/8344.0201																						
15.	<b>Progression path after attaining the qualification</b> ( <i>Please show Professional and Academic progression</i> )	Supervisor Ground Support Equipment Airline Ground Support Equipment Operator																						
16.	<b>Other Indian languages in which the Qualification &amp; Model Curriculums are being submitted</b>	Nil																						
17.	<b>Is similar Qualification(s) available on NQR-if yes, justification for this qualification</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>URLs of similar Qualifications:</b>																						
18.	<b>Is the Job Role Amenable to Persons with Disability</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>If "Yes", specify applicable type of Disability:</b>																						
19.	<b>How Participation of Women will be Encouraged</b>	To encourage women as Airline Ground Support Equipment Operators, we can offer skill-based training, scholarships, and safe working environments. Awareness campaigns and mentorship programs will inspire more women to join. Collaboration with airlines, airports, and government initiatives can create better career opportunities.																						
20.	<b>Are Greening/ Environment Sustainability Aspects Covered</b> ( <i>Specify the NOS/Module which covers it</i> )	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																						
21.	<b>Is Qualification Suitable to be Offered in Schools/Colleges</b>	Schools <input type="checkbox"/> Yes <input type="checkbox"/> No <b>Colleges</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																						
22.	<b>Name and Contact Details of Submitting / Awarding Body SPOC</b> ( <i>In case of CS or MS, provide details of both Lead AB &amp; Supporting ABs</i> )	<b>Name:</b> Aerospace and Aviation Sector Skill Council <b>Email:</b> touchdown@aassc.in <b>Contact No.:</b> 080-28398506 <b>Website:</b> https://www.aassc.in/																						
23.	<b>Final Approval Date by NSQC:</b> 08/05/2025	<b>24. Validity Duration:</b> 3 years			<b>25. Next Review Date:</b> 30/04/2028																			

## 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 to the 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 /NS QF 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	Prestart inspection of equipment/ vehicle	AAS/N0701 NOS Version No. – 1.0	Core	4	3	30:00	30:00	30:00	00:00	90:00	50	50	-	-	100	20
2	Operate a vehicle airside	AAS/N0702- NOS Version No. – 1.0	Core	4	3	20:00	30:00	40:00	00:00	90:00	40	60	-	-	100	20
3	Post Operations inspection of Equipment / Vehicle	AAS/N0703 - NOS Version No. – 1.0	Core	4	3	30:00	30:00	30:00	00:00	90:00	48	52	-	-	100	40
4	Follow safety and security procedures	AAS/N0502 NOS Version No. – 1.0	Core	3	2	10:00	30:00	20:00	00:00	60:00	52	48	-	-	100	10
5	Work effectively at the workplace	ELE/N9905 NOS Version No. – 1.0	Non-core	4	1	15:00	15:00	00:00	00:00	30:00	40	60	-	-	100	10
6	Employability Skills	DGT/VSQ/N0102- NOS Version No. – 1.0	Non-core	2	1	15:00	15:00	00:00	00:00	30:00	20	30	-	-	50	10
<b>Duration (in Hours) / Total Marks</b>					<b>13</b>	<b>120:00</b>	<b>150:00</b>	<b>120:00</b>	<b>00:00</b>	<b>390:00</b>	<b>250</b>	<b>300</b>	<b>-</b>	<b>-</b>	<b>550</b>	<b>100</b>

**Elective NOS/s:**

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/Non-Core	NCrF/NS QF 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.																
2.																
<b>Duration (in Hours) / Total Marks</b>																

**Optional NOS/s:**

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/Non-Core	NCrF/NS QF 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.																
2.																
<b>Duration (in Hours) / Total Marks</b>																

**Assessment - Minimum Qualifying Percentage**

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

**Minimum Pass Percentage – Aggregate at qualification level: 60 %** (Every Trainee should score specified minimum aggregate passing percentage at qualification level to successfully clear the assessment.)

**Section 3: Training Related**

1.	<b>Trainer’s Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)</b>	Graduate in Any Specialization 2- 3 years’ industry Experience in Airline Ground Support Equipment Operator and 2-3 years’ Training Experience in Airline Ground Support Equipment Operator
2.	<b>Master Trainer’s Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)</b>	Graduate in Any Specialization 5- 10 years’ industry Experience in Airline Ground Support Equipment Operator and 5-10 years’ Training Experience in Airline Ground Support Equipment Operator
3.	<b>Tools and Equipment Required for Training</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If “Yes”, details to be provided in Annexure)
4.	<b>In Case of Revised Qualification, Details of Any Upskilling Required for Trainer</b>	Nil

### Section 4: Assessment Related

1.	<b>Assessor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)</b>	Graduate in Any Specialization 2- 3 years' industry Experience in Airline Ground Support Equipment Operator and 2-3 years' Training Experience in Airline Ground Support Equipment Operator
2.	<b>Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)</b>	Graduate in Any Specialization 2- 3 years' industry Experience in Airline Ground Support Equipment Operator and 2-3 years' Training Experience in Airline Ground Support Equipment Operator
3.	<b>Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)</b>	Graduate in Any Specialization 5- 10 years' industry Experience in Airline Ground Support Equipment Operator and 5-10 years' Training Experience in Airline Ground Support Equipment Operator
4.	<b>Assessment Mode (Specify the assessment mode)</b>	Offline
5.	<b>Tools and Equipment Required for Assessment</b>	<input checked="" type="checkbox"/> Same as for training <input type="checkbox"/> Yes <input type="checkbox"/> No (details to be provided in Annexure-if it is different for Assessment)

### Section 5: Evidence of the need for the Qualification

Provide Annexure/Supporting documents name.

1.	<b>Latest Skill Gap Study (not older than 2 years) (Yes/No):</b> No
2.	<b>Latest Market Research Reports or any other source (not older than 2 years) (Yes/No):</b> Yes
3.	<b>Government /Industry initiatives/ requirement (Yes/No):</b> Yes
4.	<b>Number of Industry validations provided:</b> 2
5.	<b>Estimated nos. of people to be trained and employed:</b> 800
6.	<b>Evidence of Concurrence/Consultation with Line Ministry/State Departments:</b> Yes

## Section 6: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

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

### 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
<b>Professional Theoretical Knowledge/Process</b>	Preparing vehicle for airside use, manoeuvre the vehicle airside, maintain procedures and practices which contribute to the safety of airside traffic and apron operations. Be prepared to drive an assigned vehicle as per the need of the airside operations.	The job holder is responsible is to Preparing vehicle for airside use, manoeuvre the vehicle airside, maintain procedures and practices which contribute to the safety of airside traffic and apron operations. Be prepared to drive assigned vehicles as per the need of the airside operations. Hence, it qualifies as a Level 4 Role. Since it does not involve several choices to be made even in a familiar context, the role does not qualify	4

		<p>for Level 5. As the job role holder is expected to work in a familiar, predictable, routine situation of clear choice, for example, manoeuvre the vehicle airside, maintain procedures and practices which contribute to the safety of airside traffic and apron operations. Be prepared to drive assigned vehicles as per the need of the airside operations. As mentioned in the adjacent cell, the job role cannot be pegged at level 3. Hence The NSQF level should be 4.</p>	
<p><b>Professional and Technical Skills/ Expertise/ Professional Knowledge</b></p>	<p>The individual on the job needs to know and understand how to: different types of breaches of safety and security and how and when to report these, evacuation procedures for workers and passengers, how to summon medical assistance and the emergency services, where necessary, how to use the health, safety and accident reporting procedures and the importance of these, regulatory guidelines on dealing with safety and security emergencies, organisation and regulatory procedures as they may apply to airside operations, airside safety instructions, airside safety areas (roads, manoeuvring areas, stands) in relation to license categories, Airside signs and markings , aircraft crossing points , airport and stand layout , speed limits, airside parking regulations, regulations concerning reversing, low visibility notification and operating procedures, the effect that poor weather conditions</p>	<p>The job holder is expected to have a factual knowledge of the field of operating other equipment. For ex: different types of breaches of safety and security and how and when to report these, evacuation procedures for workers and passengers, how to summon medical assistance and the emergency services, where necessary, how to use the health, safety and accident reporting procedures and the importance of these, regulatory guidelines on dealing with safety and security emergencies, organisation and regulatory procedures as they may apply to airside operations, airside safety instructions, airside safety areas, the role qualifies for Level 4. As the job holder requires factual knowledge of knowledge or study. For ex: how to use the health, safety and accident reporting procedures and the importance of these, regulatory guidelines on dealing with safety and security emergencies, organisation and regulatory procedures as they may apply to airside operations, airside safety instructions, airside safety areas (roads, manoeuvring areas, stands) in relation to license categories, Airside signs and markings, aircraft crossing points, airport</p>	<p>4</p>

	<p>including snow and ice, high winds, rain/surface water, lightning and heat on driving airside, types of equipment / vehicles in use, basic knowledge of the various operating parts of an equipment / vehicle, basic knowledge of the kinds of defects that can be observed on an equipment / vehicle, airside safety regulations, airside driving regulations, aviation security regulations</p>	<p>and stand layout, speed limits, airside parking regulations, regulations concerning reversing, low visibility notification and operating procedures, therefore it cannot be pegged at level 3</p>	
<p><b>Employment Readiness &amp; Entrepreneurship Skills &amp; Mind-set/Professional Skill</b></p>	<p>The individual on the job needs to know and understand how to: make decisions on a suitable course of action or response if permitted by the authority matrix, monitor efficient functioning of all activities, plan and organise work to achieve targets and deadlines, communicate with customers in a courteous manner, maintain effective relationship with the customers, identify trends/common causes for errors and suggest possible solutions to the supervisor / management, ability to identify and correct errors, analyse best possible solutions (cost, time, effort, etc.) suited for operations, concentrate on task at hand and complete it without errors, apply balanced judgments to different situations, understand types of faults occurring and how to deal with it, monitor efficient functioning of all activities, prioritize and execute tasks in within the</p>	<p>The job holder is expected to carry out routine and repetitive activities in a narrow range of applications, using appropriate rules and tools. For instance, make decisions on a suitable course of action or response if permitted by the authority matrix, monitor efficient functioning of all activities, plan and organise work to achieve targets and deadlines, communicate with passengers and stakeholders in a courteous manner, maintain cordial work relationship, identify trends/common causes for errors and suggest possible solutions to the supervisor / management, identify and correct errors, analyse best possible solutions (cost, time effort, etc.) suited for operations, concentrate on task at hand and complete it without errors, apply balanced judgments to different situations. All these activities are mostly repetitive and have a narrow range of applications, hence qualifying the role for a Level 4. As the job requires recall and demonstrate practical skill, routine and repetitive in narrow range application using appropriate rules and tools, using various media to communicate. For</p>	<p>4</p>

	<p>scheduled time limits, take the most appropriate remedial action when hazards are identified on the airfield, ability to concentrate on the task at hand and complete it without errors, identify if the equipment / vehicle is fit for operations</p>	<p>example: make decisions on a suitable course of action or response if permitted by the authority matrix, monitor efficient functioning of all activities, plan and organise work to achieve targets and deadlines, communicate with passengers and stakeholders in a courteous manner, maintain cordial work relationship, apply balanced judgments to different situations. Therefore, it cannot be pegged at level 3.</p>	
<p><b>Broad Learning Outcomes/Core Skill</b></p>	<p>The individual on the job needs to know and understand how to: complete accurate, well written report in English language detailing the situations of emergency with attention to detail, read instructions, guidelines/procedures/rules, listen to and orally communicate information with all concerned, complete documents related to use of vehicle, interpret airport and stand layout , read airside safety instructions, read airside parking regulations, communicate clearly with supervisors and peers, regularly communicate with all employees in the chain of activities, to ensure efficient operations, share best practices with peers and juniors, Write in English language the inspection findings and defects observed on the equipment / vehicle, Read the details of any instructions, read and understand the organization</p>	<p>The job holder is expected to complete accurate, well written report in English language detailing the situations of emergency with attention to detail, read instructions, guidelines/procedures/rules, listen to and orally communicate information with all concerned, complete documents related to use of vehicle, interpret airport and stand layout Hence, this role qualifies for Level 4. As the Job requires language to communicate, well written report in English language detailing the situations of emergency with attention to detail, read instructions, guidelines/procedures/rules, listen to and orally communicate information with all concerned, complete documents related to use of vehicle Therefore, it cannot be pegged at level 3.</p>	<p>4</p>

	policy & procedures, Read the equipment / vehicle maintenance manual		
<b>Responsibility</b>	<p>The other equipment operator is responsible for</p> <p>Compulsory:</p> <ol style="list-style-type: none"> <li>1. AAS/N0701: Prestart inspection of equipment/ vehicle</li> <li>2. AAS/N0702: Operate a vehicle airside</li> <li>3. AAS/N0703: Post operations inspection of equipment / vehicle</li> <li>4. AAS/N0502: Follow safety and security procedures</li> <li>5. ELE/N9905 – Work effectively at the workplace</li> <li>6. DGT/VSQ/N0102: Employability Skills</li> </ol>	<p>The job holder is responsible for only own work and learning. S/he is a skilled worker who carries out work activities for Following safety and security procedures, operate a vehicle airside, Prestart inspection of equipment/ vehicle, post operation inspection of equipment/ vehicle, Work Effectively at the workplace, follow and maintain green practices &amp; maintain a safe and secure working environment Hence, this role qualifies for Level 4. It does not comprise of any supervisory activities. As this job is about having responsibility for own working and learning. For ex: Operate a vehicle airside, Prestart inspection of equipment/ vehicle, post operation inspection of equipment/ vehicle and working effectively at the workplace etc., Therefore it cannot be pegged at level 3</p>	4

**Annexure: Tools and Equipment (Lab Set-Up)**

List of Tools and Equipment  
Batch Size: 30

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
1	Black/White Board & Markers		1
2	PC based projection system		1
3	Charts of parking layout, traffic markings, signals, cones, barriers, marking tape, signage, jackets, and communication. Chart on traffic signals and symbols		As required

4	General purpose 2, 3 & 4 four- wheeler vehicles		1
5	Diesel/Petrol generator sets		1
6	UPS & Power control systems		1
7	Personal protective equipment (PPE) (consisting of safety jacket & safety shoes)		10
8	Charts regarding health & hygiene		1
9	firefighting		1
10	Under chassis inspection mirror		1

**Classroom Aids**

The aids required to conduct sessions in the classroom are:

1. Black/White Board & Markers
2. PC based projection system

**Annexure: Industry Validations Summary**

Provide the summary information of all the industry validations in table. This is not required for OEM qualifications.

S. No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID	LinkedIn Profile (if available)
1	Air India SATS	MR. Srinivas Prasad G	L&D Manager	Air India SATS, Bangalore	9342525327	srinivas.prasad@aisats.in	
2.	Spice jet limited	Manish kumar	General Manager-HR	SpiceJet limited Gurgaon	9910440669	Kumar.manish@spicejet.com	

**Annexure: Training & Employment Details****Training and Employment Projections:**

Year	Total Candidates		Women		People with Disability	
	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities
2025	200	150	30	25	NA	NA
2026	300	260	50	40	NA	NA
2027	300	280	60	50	NA	NA

Data to be provided year-wise for next 3 years

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

Qualification Version	Year	Total Candidates				Women				People with Disability			
		Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed
2	2022	17	17	14									

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

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

1. RPL
- 2.

**Content availability for previous versions of qualifications:**

Participant Handbook  Facilitator Guide  Digital Content  Qualification Handbook  Any Other:

**Languages in which Content is available:**

## Annexure: Blended Learning

**Blended Learning Estimated Ratio & Recommended Tools:**

Refer NCVET “Guidelines for Blended Learning for Vocational Education, Training & Skilling” available on:

<https://ncvet.gov.in/sites/default/files/Guidelines%20for%20Blended%20Learning%20for%20Vocational%20Education,%20Training%20&%20Skilling.pdf>

S. No.	Select the Components of the Qualification	List Recommended Tools – for all Selected Components	Offline : Online Ratio
1	<input type="checkbox"/> Theory/ Lectures - Imparting theoretical and conceptual knowledge		
2	<input type="checkbox"/> Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners		
3	<input type="checkbox"/> Showing Practical Demonstrations to the learners		
4	<input type="checkbox"/> Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training		
5	<input type="checkbox"/> Tutorials/ Assignments/ Drill/ Practice		
6	<input type="checkbox"/> Proctored Monitoring/ Assessment/ Evaluation/ Examinations		
7	<input type="checkbox"/> 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
<b>AAS/N0701.Prestart inspection of equipment/ vehicle</b>	PC1. identify the appropriate prestart inspection checklist for the respective equipment/vehicle	5	5	-	-
	PC2. perform the prestart inspection on the respective equipment/vehicle as per the checklist and the guidelines of the supervisor	10	10	-	-
	PC3. identify any defects on the equipment/vehicle and determine if the same can impact the operations of the equipment/vehicle	10	10	-	-
	PC4. ensure that all the findings against the prestart inspection checklist are duly filled in the appropriate checklist forms	5	5	-	-
	PC5. record any additional defects found beyond the prestart inspection checklist in the appropriate form in relevant detail	10	10	-	-
	PC6. file the duly filled form in the manner defined by the organisation or regulatory policies and procedures	10	10	-	-
	<b>NOS Total</b>	<b>50</b>	<b>50</b>	<b>-</b>	<b>-</b>
<b>AAS/N0702.Operate a vehicle airside</b>	PC1. make sure that airside driving authorisation/ license is appropriate to the vehicle	2	3	-	-
	PC2. confirm that the vehicle is lit and marked according to airside driving requirements	2	3	-	-
	PC3. complete documents relating to using the vehicle in line with the organisation procedures	2	3	-	-
	PC4. manoeuvre the vehicle in a controlled manner in all conditions	2	3	-	-
	PC5. park the vehicle safely in appropriate areas in line with organisation procedures	2	3	-	-
	PC6. follow airside signage/ markings	2	3	-	-
	PC7. give priority to moving aircraft at all times	2	3	-	-
	PC8. maintain a safe distance between the vehicle and aircraft at all times as defined by regulatory guidelines	2	3	-	-
	PC9. make sure that all doors and shutters (where relevant) are closed while driving the vehicle	2	3	-	-

	PC10. reverse the vehicle according to organisational and regulatory guidelines	2	3	-	-
	PC11. Be constantly vigilant when driving	2	3	-	-
	PC12. wear appropriate Personal Protective Equipment (PPE) while driving	2	3	-	-
	PC13. secure vehicle loads in line with the organisation procedures	2	3	-	-
	PC14. carry an airside driving pass or license in line with the organisation procedures and regulatory guidelines	2	3	-	-
	PC15. take appropriate remedial action when foreign object debris (FOD) or spillage is seen on the airfield/apron	2	3	-	-
	PC16. reporting dangerous or unsafe practices to appropriate authority	2	3	-	-
	PC17. get rid of all waste products in line with the organisation procedures and regulatory guidelines	2	3	-	-
	PC18. provide unhindered access for emergency services at all times	2	3	-	-
	PC19. report all airside accidents and emergencies in line with organisation procedures and regulatory guidelines	2	3	-	-
	PC20. respond to airside accidents and emergencies in line with organisation procedures and regulatory guidelines	2	3	-	-
	<b>NOS Total</b>	<b>40</b>	<b>60</b>	<b>-</b>	<b>-</b>
<b>AAS/N0703.Post operations inspection of equipment / vehicle</b>	PC1. identify appropriate post operations inspection checklist for the respective equipment/vehicle	8	9	-	-
	PC2. perform the post operations inspection on the respective equipment /vehicle as per the checklist	8	9	-	-
	PC3. identify any defects with the equipment/vehicle and determine if the same can impact the operations of the respective equipment/ vehicle	8	9	-	-
	PC4. ensure that all the findings against the post operations inspection checklist are duly filled in the appropriate checklist forms	8	9	-	-
	PC5. record any additional defects found or caused during operations or in the appropriate form in relevant detail	8	8	-	-
	PC6. file the duly filled form in the manner defined by the organisation or regulatory policies and procedures	8	8	-	-
	<b>NOS Total</b>	<b>48</b>	<b>52</b>	<b>-</b>	<b>-</b>
	PC1. comply with the organisations safety and security policies and procedures	5	5	-	-

<b>AAS/N0502.Follow safety and security procedures</b>	PC2. comply with the regulatory guidelines on safe conduct of operations and maintenance of conditions to thwart any acts of unlawful interference	5	5	-	-
	PC3. report any identified breaches of safety, and security policies and procedures to the designated person	5	5	-	-
	PC4. coordinate with other resources at the workplace (within and outside the organisation) to achieve a safe and secure environment	10	10	-	-
	PC5. identify and mitigate any safety and security hazards like illness, accidents, fires or acts of unlawful interference if it falls within the limits of individuals authority	5	5	-	-
	PC6. report any hazards outside the individual’s authority to the relevant person in line with organisational procedures and regulatory guidelines	10	10	-	-
	PC7. follow organisations emergency procedures for accidents, fires or acts of unlawful interference	2	3	-	-
	PC8. identify and recommend opportunities for improving health, safety,and security to the designated person	8	2	-	-
	PC9. Complete all health and safety records are updates and procedures well defined	2	3	-	-
	<b>NOS Total</b>	<b>52</b>	<b>48</b>	-	-
<b>ELE/N9905 – Work effectively at the workplace</b>	<i>Communicate effectively at the workplace</i>	<b>5</b>	<b>13</b>	-	-
	PC1. exchange information and instruction with colleagues, and seek clarifications and feedback as necessary	1	3	-	-
	PC2. assist colleagues where required	1	3	-	-
	PC3. follow business communication etiquette in all interactions and communicative formats (online, digital, and in-person)	1	4	-	-
	PC4. document and share all relevant information with stakeholders in agreed formats and as per agreed timelines	2	3	-	-
	<i>Work effectively</i>	<b>6</b>	<b>13</b>	-	-
	PC5. identify and obtain clarity regarding organisational, team and own goals and targets	1	2	-	-
	PC6. prioritise and plan work in order to achieve goals and targets	1	2	-	-
	PC7. monitor own and team performance as per agreed plan	1	2	-	-

PC8. complete duties accurately, systematically and within required timeframes	1	2	-	-
PC9. express emotions appropriately at the workplace and manage own response to heightened emotions	1	2	-	-
PC10. maintain orderliness and cleanliness in the work area	1	3	-	-
<i>Maintain and enhance professional competence</i>	<b>8</b>	<b>7</b>	-	-
PC11. identify own strengths and weaknesses in relation to goals and targets	1	1	-	-
PC12. adapt self, service, or product to meet success criteria	1	1	-	-
PC13. seek and select opportunities for continuous professional development	1	1	-	-
PC14. formulate a professional development plan to enhance capabilities	2	1	-	-
PC15. build or contribute to the organizational knowledge base of cases, clients, issues, solutions, and innovations	1	1	-	-
PC16. examine developments and trends in field of work and their potential impact on work	1	1	-	-
PC17. take feedback from peers, supervisors and clients to improve own performance and practices	1	1	-	-
<i>Work in a disciplined and ethical manner</i>	<b>11</b>	<b>16</b>	-	-
PC18. perform tasks as per workplace standards, organisational policies and legislative requirements	2	2	-	-
PC19. display appropriate professional appearance at the workplace and adhere to the organisational dress code	1	2	-	-
PC20. demonstrate responsible and disciplined behaviour at the workplace such as punctuality; completing tasks as per given time and standards; demonstrating professional behaviour at all times, adopting environment- friendly practices, etc.	1	2	-	-
PC21. identify the cause of conflict and options for resolution with peers or escalate grievances and problems to appropriate authority as per procedure for conflict resolution	2	2	-	-
PC22. protect the rights of the client and organisation when delivering services	1	2	-	-
PC23. ensure services are delivered equally to all clients regardless of personal and cultural beliefs	1	2	-	-
PC24. operate within an agreed ethical code of practice and report				

	unethical conduct to the appropriate authorities	2	2	-	-
	PC25. follow organisational guidelines and legal requirements on disclosure and confidentiality	1	2	-	-
	<i>Uphold social diversity at the workplace</i>	10	11	-	-
	PC26. recognize and evaluate biased practices against underrepresented groups like women and persons with disabilities, in workplace systems and processes	2	2	-	-
	PC27. identify and report discrimination and harassment based on gender, disability, or cultural differences at the workplace	2	2	-	-
	PC28. use inclusive or neutral language and gestures in all interactions	2	2	-	-
	PC29. respect the personal and professional space of others	2	2	-	-
	PC30. access grievance redressal mechanisms as per legislations	2	3	-	-
	<b>NOS Total</b>	<b>40</b>	<b>60</b>	-	-
<b>DGT/VSQ/N0102: Employability Skills</b>	<i>Introduction to Employability Skills</i>	1	1	-	-
	PC1. identify employability skills required for jobs in various industries	-	-	-	-
	PC2. identify and explore learning and employability portals	-	-	-	-
	<i>Constitutional values – Citizenship</i>	1	1	-	-
	PC3. recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.	-	-	-	-
	PC4. follow environmentally sustainable practices	-	-	-	-
	<i>Becoming a Professional in the 21st Century</i>	2	4	-	-
	PC5. recognize the significance of 21st Century Skills for employment	-	-	-	-
	PC6. practice the 21st Century Skills such as Self- Awareness, Behavior Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life	-	-	-	-

<i>Basic English Skills</i>	2	3	-	-
PC7. use basic English for everyday conversation in different contexts, in person and over the telephone	-	-	-	-
PC8. read and understand routine information, notes, instructions, mails, letters etc. written in English	-	-	-	-
PC9. write short messages, notes, letters, e-mails etc. in English	-	-	-	-
<i>Career Development &amp; Goal Setting</i>	1	2	-	-
PC10. understand the difference between job and career	-	-	-	-
PC11. prepare a career development plan with short- and long-term goals, based on aptitude	-	-	-	-
<i>Communication Skills</i>	2	2	-	-
PC12. follow verbal and non-verbal communication etiquette and active listening techniques in various settings	-	-	-	-
PC13. work collaboratively with others in a team	-	-	-	-
<i>Diversity &amp; Inclusion</i>	1	2	-	-
PC14. communicate and behave appropriately with all genders and PwD	-	-	-	-
PC15. escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-
<i>Financial and Legal Literacy</i>	2	3	-	-
PC16. select financial institutions, products and services as per requirement	-	-	-	-
PC17. carry out offline and online financial transactions, safely and securely	-	-	-	-
PC18. identify common components of salary and computing income, expenses, taxes, investments etc	-	-	-	-
PC19. identify relevant rights and laws and use legal aids to fight against legal exploitation	-	-	-	-
<i>Essential Digital Skills</i>	3	4	-	-
PC20. operate digital devices and carry out basic internet operations securely and safely	-	-	-	-
PC21. use e- mail and social media platforms and virtual collaboration tools to work effectively	-	-	-	-
PC22. use basic features of word processor, spreadsheets, and presentations	-	-	-	-
<i>Entrepreneurship</i>	2	3	-	-

	PC23. identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	-	-	-	-
	PC24. develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	-	-	-	-
	PC25. identify sources of funding, anticipate, and mitigate any financial/legal hurdles for the potential business opportunity	-	-	-	-
	<i>Customer Service</i>	1	2	-	-
	PC26. identify different types of customers	-	-	-	-
	PC27. identify and respond to customer requests and needs in a professional manner.	-	-	-	-
	PC28. follow appropriate hygiene and grooming standards	-	-	-	-
	<i>Getting ready for apprenticeship &amp; Jobs</i>	2	3	-	-
	PC29. create a professional Curriculum vitae (Résumé)	-	-	-	-
	PC30. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	-	-	-	-
	PC31. apply to identified job openings using offline /online methods as per requirement	-	-	-	-
	PC32. answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
	PC33. identify apprenticeship opportunities and register for it as per guidelines and requirements	-	-	-	-
	<b>NOS Total</b>	<b>20</b>	<b>30</b>	-	-
	<b>Grand Total</b>	<b>250</b>	<b>300</b>	-	-

### Annexure: Assessment Strategy

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

*Mention the detailed assessment strategy in the provided template.*

#### 1. Assessment System Overview:

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

#### 2. Testing Environment:

- Check the Assessment location, date and time
- If the batch size is more than 30, then there should be 2 Assessors.

- Check that the allotted time to the candidates to complete Theory & Practical Assessment is correct.
- Check the Assessment start and end time to be as 10:00 AM and 05:00 PM
- Check the Eligibility of Attendance

**3. Assessment of 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
- Assessment agency must follow the Assessment Guidelines to conduct the Assessment

**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
- Biometric or manual attendance sheet (stamped by TP) of the trainees during the training period.
- Time-stamped & geotagged assessment (Theory + Viva + Practical) photographs & videos

**5. Method of verification or validation:**

- Surprise visit to the assessment location.
- Random audit of the batch
- Random audit of any Candidate

**6. Method for assessment documentation, archiving, and access**

- Hard copies of the documents are stored
- Soft copies of the documents & photographs of the assessment are uploaded / accessed from Cloud Storage
- Soft copies of the documents & photographs of the assessment are uploaded / accessed from Cloud Storage • Soft copies of the documents & photographs of the assessment are stored in the Hard Drives

**On the Job:**

1. Each module (which covers the job profile of Aerospace CNC Machinist) 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
  - Answer Sheets of Question Banks
  - Assessing the Logbook entries of Trainees at Employer location
  - Employer Performance Feedback.
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: 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
<b>National Occupational Standards (NOS)</b>	NOS define the measurable performance outcomes required by an individual engaged in a particular task. They list down what an individual performing that task should know and also do.
<b>Qualification</b>	A formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards
<b>Qualification File</b>	A Qualification File is a template designed to capture necessary information of a Qualification from the perspective of NSQF compliance. The Qualification File will be normally submitted by the awarding body for the qualification.
<b>Sector</b>	A grouping of professional activities on the basis of their main economic function, product, service or technology.
<b>Long Term Training</b>	Long-term skilling means any vocational training program undertaken for a year and above.