



QUALIFICATION FILE

Junior Nail Technician

☒ 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:

Beauty & Wellness Sector Skill Council

Tel number(s): 011 –
40342940/42/44/45

E-mail address: ceo@bwssc.in

Table of Contents

Section 1: Basic Details 3

Section 2: Module Summary 6

 NOS/s of Qualifications 6

 Mandatory NOS/s: 6

 Assessment - Minimum Qualifying Percentage 7

Section 3: Training Related 8

Section 4: Assessment Related 8

Section 5: Evidence of the need for the Qualification 9

Section 6: Annexure & Supporting Documents Check List 9

.....Error! Bookmark not defined.

Annexure: Evidence of Level 10

Annexure: Tools and Equipment (Lab Set-Up) 14

Annexure: Industry Validations Summary 16

Annexure: Training & Employment Details 21

Annexure: Assessment Strategy 43

Annexure: Acronym and Glossary 44

Section 1: Basic Details

1.	Qualification Name	Junior Nail Technician	
2.	Sector/s	Beauty & Wellness	
3.	Type of Qualification: ☐ New ☒ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing/previous qualification: (change to previous, once approved) NQR Code: 2022/BW/BWSSC/06581, Version: 4.0	Qualification Name of existing/previous version: Assistant Nail Technician, V4.0
4.	a. OEM Name b. Qualification Name (Wherever applicable)	NA	
5.	National Qualification Register (NQR) Code &Version (Will be issued after NSQC approval)	NQR Code: QG-03-BW-06581-2025-V2-BWSSC Version: 5.0	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	A Junior Nail Technician performs various duties such as manicure and pedicure and assists the nail technician in providing advanced nailcare services like nail art, nail tips and nail enhancement. The Junior Nail Technician needs to be knowledgeable on structure and function of nails, various nailcare services maintaining health, safety and hygiene at workplace, and range of nail products.	

9.	Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience:																						
		S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)																				
		1	Grade 10																					
		2	8 th grade pass	3-year relevant experience in nailcare services																				
		3	Previous relevant qualification of NSQF Level 2	3-year relevant experience in nailcare services																				
		4	Previous relevant qualification of NSQF Level 2.5	1.5 year relevant experience in nailcare services																				
		b. Age: 16 years																						
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): II																					
12.	Any Licensing requirements for Undertaking Training on This Qualification (wherever applicable)	NA																						
13.	Training Duration by Modes of Training Delivery (Specify Total Duration as per selected training delivery modes and as per requirement of the qualification)	☒ Offline ☐ Online ☐ Blended <table border="1" data-bbox="877 1091 1915 1344"> <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>124</td> <td>236</td> <td>30</td> <td>-</td> <td>390</td> </tr> <tr> <td>Online</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> (Refer Blended Learning Annexure for details)					Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)	Classroom (offline)	124	236	30	-	390	Online					
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																			
Classroom (offline)	124	236	30	-	390																			
Online																								

14.	Aligned to NCO/ISCO Code/s (if no code is available mention the same)	NCO-2015/5142.9900	
15.	Progression path after attaining the qualification (Please show Professional and Academic progression)	HP- Pedicurist & Manicurist; Assistant Beauty & Wellness Consultant VP- Nail Technician	
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: Deaf	
19.	How Participation of Women will be Encouraged	In the various job roles of beauty and wellness industry, women participation is 65%. This job role falls in to the same category and thus promote women's participation.	
20.	Are Greening/ Environment Sustainability Aspects Covered (Specify the NOS/Module which covers it)	☒ Yes ☐ No BWS/N9001, BWS/N9002	
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 (In case of CS or MS, provide details of both Lead AB & Supporting ABs)	Name: Ms. Monica Bahl Email: ceo@bwssc.in Contact No.: 011 – 40342940/42/44/45 Website: https://www.bwssc.in/	
23.	Final Approval Date by NSQC: 18-11-2025	24. Validity Duration: 3 years	25. Next Review Date: 18-11-2028

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.	Prepare and maintain work area	BWS/N9001 V5.0	Core	3	1	10	20	-	-	30	30	47	-	23	100	10
2.	Perform manicure and pedicure services	BWS/N0401 V10.0	Core	3	1	10	20	-	-	30	25	50	-	25	100	10
3.	Provide Nail Enhancement Services	BWS/N0415 V5.0	Core	3	2	20	40	-	-	60	25	45	-	30	100	10
4.	Perform Refill	BWS/N0406 V5.0	Core	3	1	10	20	-	-	30	24	42	-	34	100	10
5.	Provide Simple and Basic Nail Art Services	BWS/N0416 V5.0	Core	3	1	10	20	-	-	30	23	43	-	34	100	10
6.	Carry out application of simple mehndi	BWS/N0127 V7.0	Core	3	1	10	20	-	-	30	26	44	-	30	100	10

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)
	designs															
7.	Provide Indian head massage	BWS/N0417 V5.0	Core	3	1	10	20	-	-	30	24	45	-	31	100	10
8.	Maintain health and safety at the workplace	BWS/N9002 V5.0	Non-Core	3	1	10	20	-	-	30	33	45	-	22	100	10
9.	Create a positive impression at the workplace	BWS/N9003 V5.0	Non-Core	3	1	10	20	-	-	30	35	46	-	19	100	10
10.	Employability Skills	DGT/VSQ/N0102 V1.0	Non-Core	4	2	24	36	-	-	60	09	25	-	16	50	10
11.	On-the-Job Training (Mandatory)				1	0	0	30	-	30	-	-	-	-	-	-
Duration (in Hours) / Total Marks					13	124	236	30	-	390	254	432	-	264	950	100

Assessment - Minimum Qualifying Percentage

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

Minimum Pass Percentage – Aggregate at qualification level: 70 % (Every Trainee should score specified minimum aggregate passing percentage at qualification level to successfully clear the assessment.)

Minimum Pass Percentage – NOS/Module-wise: 50 % (Every Trainee should score specified minimum passing percentage in each mandatory and selected elective NOS/Module to successfully clear the assessment.)

Section 3: Training Related

1.	Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	10th pass with Advance Diploma in Nailcare Services with 2 years of experience.
2.	Master Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	Graduate with 5 years' experience in relevant field (min 2 years as a trainer)
3.	Tools and Equipment Required for Training	☒ Yes ☐ No (If "Yes", details to be provided in Annexure)
4.	In Case of Revised Qualification, Details of Any Upskilling Required for Trainer	

Section 4: Assessment Related

1.	Assessor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	12th pass with advance diploma in Nailcare Services with 3 years of experience in relevant sector
2.	Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	NA
3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	NA
4.	Assessment Mode (Specify the assessment mode)	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): Yes
2.	Latest Market Research Reports or any other source (not older than 2 years) (Yes/No): The Skill Gap Study Report for Nail Technicians in India reveals a growing demand for qualified professionals in the beauty sector. Currently valued at INR 5,000 crore, the industry is projected to double by 2026, with the workforce expected to expand from 15,000 to 50,000 by 2030. Factors driving this growth include rising beauty consciousness and the integration of nail services in wellness programs. To address the skill gap, standardized training programs focusing on advanced techniques and client care are essential. The Skill Sector Council (SSC) will oversee the development of a Qualification Pack aimed at enhancing training quality and ensuring a skilled workforce for the evolving industry.
3.	Government /Industry initiatives/ requirement (Yes/No): Yes
4.	Number of Industry validation provided: 21
5.	Estimated nos. of persons to be trained and employed: 500/year
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: Yes If "No", why: No, we do not have a Line Ministry

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

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	Basic facts, processes and principles: • types of products, materials and equipment Required for the respective services • hygiene, health and safety requirements in the organization • process and products to sterilize and Disinfect equipment/ tools • customer service principles including privacy and protection to modesty of the customers • manufacturer's instructions related to Equipment and product use and cleaning • standards related to courtesy, behaviour and efficiency • kinds of work issues that may arise and Reporting structureand scalp condition, that meet client's needs and service plan • carry out the procedure using methods that minimise risk of cross infection	A junior nail technician needs to know basic facts, processes and principles in trade knowledg of employment like the types of products, materials and equipment required for hygiene, health and safety requirements in the organization, process and products to sterilize and disinfect equipment/tools, customer service principles including privacy and protection to modesty of the customers, manufacturer's instructions related to equipment and product use and cleaning, salon's standards related to courtesy, behaviour and efficiency, and kinds of work issues that may arise and reporting structure Hence NSQF Level is 3	3
Professional and Technical Skills/ Expertise/ Professional Knowledge	Practical skill and routine work: • Identify and select suitable equipment and Products required for the respective services • decide on course of action by recalling organisational policy, procedures and service standards	A junior nail technician is able to recall and demonstrate practical skill, routine and repetitive in narrowrange of application like identifying and selecting suitable equipment and products required for the respective services; deciding on course of action by recalling organisational policy, procedures and service standards; identifying, planning and scheduling tasks related to own work, to achieve	3

	• identify, plan and schedule tasks related to ownwork, to achieve standards of personal presentations • expected in a professional set-up λ plan and manage work routine based on salonprocedure • plan own development in line with feedback givenfrom supervisor, coworkers and clients • explain the concept of assumptions and how they	standards of personal presentations expected in a professional set-up; planning and managing work routine based on salon procedure; planning own development in line with feedback given from supervisor, co-workers and clients; and explaining the concept of assumptions and how they impact decisions, actions and consequences. Hence, NSQF Level is 3	
--	--	---	--

Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	Most of the work involves recall and demonstration of practical skill, is routine and repetitive and in a narrow range of application. The incumbent also uses appropriate rule and tool and quality concepts to complete their work	This is level 3 as it requires principles and general concepts. A range of cognitive and practical skills are required to accomplish tasks and solve problems by selecting and applying basic methods, tools, materials and information.	3
Broad Learning Outcomes/Core Skill	The educator needs language to communicate written or oral, with required clarity, to interact with clients, community, various departments, supervisors, personnel and teams, confirm requirements and communicate the same for shared understanding. Also prepare a range of routine documentation.	Able to use language to communicate written or oral, with required clarity; understanding of social and political and services with reference to the organization; keep abreast with the latest knowledge by reading brochures, pamphlets, and product information sheets; communicate and maintain processes, techniques, records, policies and procedures; discuss task lists, schedules; question customers/ clients appropriately in order to understand the nature of the problem.	3
Responsibility	• ensure that ambient conditions are suitable for the client and the service procedures to be carried out in a hygiene and safe environment • set up the equipment and prepare the products for services in adherence to the salon procedures and product/ equipment guidelines • prepare sterilization solution as per organisational standards using approved products and as per manufacturer's instructions	Responsibility for own work and learning, so its level 4	3

	• prepare products for application, by mixing the ingredients in the correct proportions as per manufacturer instructions and organization standards • perform and adapt the services using materials, equipment and techniques correctly and safely to meet the needs of the client as per professional and organisational standards • complete the service to the satisfaction of the client in a commercially acceptable time, as per organization standards and client expectations		
--	---	--	--

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	Projector	Nos.	2
2	Flip Chart	Nos.	3
3	White Board	No.	2
4	Safety Gears	Pack	1
5	Sanitizer	Liter	1
6	First Aid Box	Nos.	1
8	Technician Stools	Nos.	4
10	Equipment Trolley	Nos.	4
11	Manicure Trolley	Nos.	4
12	Pedicure Tub	Nos.	4
13	Tools Sterilizer	Nos.	1
14	UV lamps 36 W	Nos.	4

15	Drill machine 10-15 Rpm	Nos.	4
16	Table Lamps	Nos.	4
17	Brush Stand	Nos.	4
18	Steel pusher with pterygium remover	Nos.	4
19	Cuticle nipper	Nos.	4
20	Tip clipper	Nos.	4
21	Marble Pen	Nos.	4
22	Nail art display stand	Nos.	2
23	Nail art brush set	Nos.	4
24	Gel nail brush set of 2	Nos.	4
25	Towels	Nos.	4
26	Mehndi cone	Nos.	30
27	Mehndi powder/henna	kg	2
28	Cone making tools (plastic sheets, sieve, adhesive tape, scissors)	Nos.	5
29	Mixing bowl	Nos.	7
30	Spoon/Spatula	Set	4
31	Hand sanitizer	litre	1
32	Tissue paper or wipes	Bundle	2
32	Oils (organic sesame, coconut, almond, olive, mustard)	litre	1
34	Massage creams (head/hair-specific)	Nos.	5
35	Hair clips	sets	4
36	Hair band	sets	4
37	Chair or stool	Nos.	5
38	Bin liner	Nos.	2

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Computer
2. Projector
3. Duster
4. Marker/Pen
5. Handbooks/Booklets
6. White Board

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	Aroma Magic	Dr. Blossom Kochar	Chairperson	CL House, B 141, Shahpur Jat, New Delhi- 110049	9114609388	Blossom.koshar@aromamagic.com	
2	Livart	Stephy Sebastian Vadakara	Academy Head	Madukappilly Towerpathadipalam, Edappally, P.O, Kalamassery, Kochi Kerala, Pin:682024	9633211161	livartbeautyacademy@gmail.com	
3	TRIQOS INTERNATIONAL		DIRECTOR	1418, EXCELENT BUSINESS HUB	9081666767	TRIQOSINTERNATIONAL@GMAIL.COM	

	NAL INSTITUTE OF BEAUTY AND HAIR	DIPIKA DHAVAL BHATTI		OPP.VENUS HOSPITAL LAL DARWAJA SURAT			
4	Saffron Institute	Reema Gulani	Coordinator	12/6, Mathura Road, NH-2, Faridabad-121003	9205855757	coordinator@saffroninstitute.in	
5	Presta	Gurpreet Singh	Managing Director	SCO-1 Chhoti Baradari, Patiala	9982166120	prestaskills@gmail.com	
6	Lee's International Beauty and Spa Institute	Leena Khandekar	Founder and Director	Kalpna Tarang Building, opp Ranka Jewellers, Karve Road, Pune - 411004	9822333382	leesspa@gmail.com	
7	Adete Beauty and Fashion Private Limited	Charan Naidu	Manager	UNIT-3D M25, Marigold Court, Wave City Centre Sector 32, Noida, Uttar Pradesh - 201301	9494941429	charan.vogue@gmail.com	
8	Vogue Beauty Private Limited	Charan Naidu	Manager	2nd Floor, F-38, South Ext, South Extension I, Part -1, New Delhi, Delhi 110049	9494941429	charan.vogue@gmail.com	
9	Shri Naina International Makeup Academy	Manisha Suyal	Owner	1 st floor gayatri talkies, Ratlam, Madhya Pradesh	7089128168	Manisha03suyal@gmail.com	
10	Kamna Joshi	Milan Joshi	Proprietor	11, Professor Colony, Bhawar Kua, Mian Road, Opp Veda Business Park, Indore	7024264363	kjschoolofbeauty@gmail.com	
11	IICTN	Dr. Jhoumer Jaitly	CMD	Unit No. 201, 2 nd floor, shree Nityanand CHS Ltd, Shri Nityanand	9820000030	info@iictn.org	

				Nagar- 1 Andheri East, Mumbai- 400069			
12	Raavis Makeup Studio & Beauty Saloon	B. Ravi Kiran	Managing Director	94537 Vidyanagar 1st line, Beside HDFC Bank, Guntur- 522007	9849735533	Raavis.makeupstudio@gmail.com	
13	Personal Health Care Centre	Monika Sharma	Director	1/1, Sharma Garden, Behind Mohindra Service Station, Yamuna Nagar-135001	9896233434	Monika.phcc@gmail.com	
14	Prime Fashion Academy	Mukeem	Senior Hair/ Nail Trainer	D-413, First floor, ramphal chowk Rd, Near RBL Bank, Block D, Dwarka Sector 7, New Delhi - 110075	7988750676	Mukeemk508@gmail.com	

15	Mina Aesthetic	Dr. Mina Farheen Mohamud	Managing Director	201, JM'S CNR Towers, Gokul Street, Srinagar, Kakinada-533003	9381531681	drminaaesthetics@gmail.com	
16	Liv Art	Stephy Sebastian Vadakara	Academy Head	Madukappilly Tower pathadipalam, Edappally, P.O, Kalamassery, Kochi Kerala, Pin:68202	+919633211161	livartbeautyacademy@gmail.com	
17	Glizz Gurukulam Pvt. Ltd.	Bhargav Gokani	Honorary Director	"SHREE GIRIRAJ", Jyotinagar Main Road, Near Masoom School, Near Akashwani Chowk, University Road, Rajkot 360005	7096350888	glizzgurukulam8@gmail.com	

18	Haryana Institute of Information Technology	Mr. Ankit Zandu	Director	Hartron Building Near Aggarsain Chowk, ADI, Ambala -Hisor Flyover,Ambala City, Haryang, 134003	9996669962	director@hiitambala.com	
19	Studio 11 Pro-Academy	Lingampally Shashidhar	Business Head	3rd Floor above vijetha super market 13, Laxmi Nagar Colony Gundlapochampalli, Kompally, Hyderabad, Telangana 500100.	7337048847	Shashidhar@studio1proacademy.com	
20	Ranjanas	Ashok Bhalerao	Director	G81, Karma Stambh Near 24*7 Park (Home Town), LBS Road, Vikhroli (West), Mumbai-400083	9833538053	Ashokbhalerao333@gmail.com	

21	VLCC	Anoop Tripathi	DY General Manager	Corp. office: Magnum City Centre, 2 nd Floor, Sector-63A, Golf Course Extension Road, Gurgaon, Haryana-122011	9887799880	Anoop.tripathi@vlccgroup.com	
22	Fexcorp. Academy LLP	Fethin Mohammed V	Managing Director	Meeramax Academy.Reg Fexcorp Academy LLP Room No. 12, 2nd Floor Skyview Arcade Ch Bridge .In Near Asoka Hospital Kozhikode 673001	94466 87663	fexcorpllp@gmail.com	
23	Navodaya	Priti Singh	Coordinator	S 9/471 C, Naibasti, Pandeypur, Varanasi, Uttar Pradesh- 221002	8935053355	Pnp.navodaya@gmail.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

2025-26	150	105	113	79	NA	NA
2026-27	350	245	263	184	NA	NA
2027-28	500	350	375	263	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
V4.0	2022-23	25	18	18	NA	19	14	14	NA	NA	NA	NA	NA
	2023-24	515	383	373	NA	386	287	283	NA	NA	NA	NA	NA
	2024-25	813	542	541	NA	610	407	406	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:

1. PMKVY
2. DDUGKY
3. SANKALP

Content availability for previous versions of qualifications:

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

Languages in which Content is available: English and Hindi

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

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
BWS/N9001	Prepare and maintain work area				

Prepare & maintain work area	PC1. ensure that ambient conditions are suitable for the client and the service procedures to be carried out in a hygienic, safe and disinfected environment such as using air purifiers to reduce dust, dander, smoke, allergens & odour resulting in a healthier, fresher & cleaner environment, restructuring the workplace set-up, by keeping a minimum distance of 2 meters in between two clientele, practicing social distancing by avoiding handshakes/ hugs to coworkers/ clientele, etc.	2	4	0	2
	PC2. identify and select suitable equipment and products required for the respective services/ session	2	3	0	2
	PC3. set up the area for services/ session in adherence to the organizational/ beauty salon/ centre's guidelines	2	3	0	2
	PC4. place disposable towels, glasses for water, tea/ coffee and other items/ tools/ equipment's (applicable if any) in area convenient for efficient service/ session delivery	2	3	0	2
	PC5. prepare sterilisation solution as per organizational/ salon standards using approved products and as per manufacturers instructions	2	3	0	2
	PC6. sterilize, disinfect the area as per organizational standards using recommended solutions and conditions	2	4	0	2
	PC7. dispose waste materials in adherence to the industry requirements; waste materials such as disposable linen, disposable head bands, disposable gowns, disposable apron, disposable face mask, disposable gloves, etc.	2	3	0	2
	PC8. identify ways to optimize usage of material including water in various tasks/activities/processes	2	3	0	2
	PC9. check for spills/leakages occurred while providing services	2	3	0	1
	PC10. identify and segregate recyclable, nonrecyclable and hazardous waste generated in separate bin	2	3	0	1
	PC11. store the unused disposable material properly in a dedicated area; material such as disposable masks, gloves, etc.	2	3	0	1

	PC12. ensure electrical equipment and appliances are switched off when not in use	2	3	0	1
	PC13. store records, materials and equipment securely in line with the policies	2	3	0	1
	PC14. conduct awareness program (such as for Covid19) for the employees and display posters/ signage's promoting regular hand-washing and respiratory hygiene in the premises	2	3	0	1
	PC15. set up and promote digital modes of payment to lessen any kind of cross infection	2	3	0	1
	Total Marks	30	47	0	23
BWS/N0401- Perform manicure and pedicure services	Prepare the client for service				
	PC1. adhere to the health and safety standards laid out by the manufacturer and organization	1	2	0	0.5
	PC2. sanitize the hands prior to procedure commencement as per organisational approved process	0	1	0	0.5
	PC3. prepare the client suitably for the respective service procedure and provide relevant required personal protective equipment	0	2	0	1
	PC4. ask relevant and effective questions to check and establish the client's understanding, requirements and expectation prior to commencement and clarify doubts, if any	0	1	0	1
	PC5. position self and client in a way to ensure privacy, comfort and wellbeing, throughout the procedure	1	2	0	0.5
	PC6. adjust the clients position to meet the needs of the service without causing them discomfort	2	2	0	0.5
	PC7. perform and adapt the manicure and pedicure procedures using materials, equipment and techniques correctly and safely to meet the needs of the client	2	2	0	1
	Carrying out manicure and pedicure services				
	PC8. remove any existing nail polish using approved products and procedures before proceeding further	1	2	0	1
	PC9. enquire to establish the desired length and shape of nails (hands or toes) with the client	1	2	0	1

	PC10. file the nails ensuring the nails free edge is left smooth and shaped to required length according to the clients preference	1	2	0	1
	PC11. remove dirt in the underside of the nails using nail pick, clippers, nail brush, soaking and washing to be dirt free	1	2	0	1
	PC12. use suitable cuticle tools and products, safely and effectively, to remove excess cuticle, ensuring that the cuticle and nail plate are undamaged	1	2	0	1
	PC13. use specialized procedures (hand and leg, finger and toe nails) to improve the appearance of the clients skin and nails (Procedures: File, buff and shape, cuticle pushing, clipping, massage, polish, etc.)	1	2	0	1
	PC14. use smooth and even massage techniques for hands and lower arms, lower legs and feet and apply appropriate pressure to meet the clients needs	1	2	0	1
	PC15. remove any excessive hard skin using a foot scrapper during the manicure service without discomfort to the client	1	2	0	1
	PC16. leave the hands and lower arm, foot and lower leg free of any excess massage medium at the end of the pedicure or manicure process respectively, by clearing these using a towel or other suitable materials	1	2	0	1
	PC17. check that the nail plate is dehydrated and the underside is clean and free of debris	1	2	0	1
	PC18. apply sufficient base coat, polish coats and top coats as required to achieve the desired nail finish	1	2	0	1
	PC19. check that the final nail finish is smooth, even textured and uniformly coloured, with the cuticle and nail wall free of enamel	1	2	0	1
	Post Service procedures				
	PC20. check the clients comfort and wellbeing throughout the service and adapt procedures to ensure the same, reassure the client with necessary information and positive comments as required	1	2	0	1

	PC21. clean the treated area and use a suitable soothing product	1	2	0	1
	PC22. complete the therapy to the satisfaction of the guest in a commercially acceptable time	1	2	0	1
	PC23. record the therapy accurately and store information securely in line with the organizations policies	1	2	0	1
	PC24. provide specific after-procedure, homecare advice and recommendations for product use and further services to the client	1	2	0	2
	PC25. ask questions to check with the client their satisfaction with the finished result	1	2	0	1
	PC26. thank customer for feedback post-service, where customer is not satisfied with service take actions to resolve matter to customer satisfaction or apologise for the same and refer to supervisor	1	2	0	1
	Total Marks	25	50	0	25
BWS/N0415- Provide Nail Enhancement Services	Prepare client for services				
	PC1. adhere to the health and safety standards laid out by the manufacturer and organization	0.5	1	0	0.5
	PC2. position self and client throughout the procedure in a way to ensure privacy, comfort and wellbeing	0.5	1	0	0.5
	PC3. sanitize the hands prior to treatment commencement using a hand sanitiser	0	0.5	0	0.5
	PC4. prepare the client for the treatment and provide suitable protective apparel	0.5	1	0	0.5
	PC5. ask relevant and effective questions to check and establish the client's understanding, requirements and expectation prior to commencement and clarify doubts, if any	0.5	1	0	0.5
	PC6. clean the nails to ensure they are free from bacteria	0.5	0.5	0	0.5
	PC7. use a soak, hand wash, sanitizer, disincrustation wipes, anti-septic solutions	0.5	0.5	0	0.5
	PC8. set-up products, tools, equipment and	0.5	1	0	0.5

	techniques to efficiently and safely deliver services suiting clients needs				
	PC9. prepare products for application, by mixing the ingredients in the correct proportions as per manufacturer instructions and organisation standards and place for ease of use by the nail technician	1	1.5	0	0.5
	PC10. promptly refer problems that cannot be solved to the relevant person/ nail technician for action	0.5	1	0	1
	PC11. remove any existing nail polish or nail enhancement to restore the nails to a natural condition, if required	0.5	1	0	0.5
	PC12. identify the condition of the nails and any corrective work to suit the clients natural nail shape and condition	0.5	0.5	0	0.5
	PC13. prepare the nail plate by removing debris, filing the free edge remove shine and dehydrate the natural nail	1	1	0	1
	Apply UV nail enhancements				
	PC14. identify and select the correct products and tools for the UV nail enhancement job Products: clear gel, gel polish, base and builder gels, dehydrator, primer, nail tips, nail glue, nail art etc. Tools: tip clippers, pushers, 180-240 grit filer, brush	0.5	0.5	0	0.5
	PC15. use primers to remove oils safely, protecting the skin	0.5	0.5	0	0.5
	PC16. use glue correctly to attach the acrylic nail tips to the natural nail accurately protecting the skin from the glue	0.5	0.5	0	0.5
	PC17. shorten the nail tips to the desired length and blend the tips	0.5	1	0	1
	PC18. apply UV gel layers in the correct sequence	0.5	1	0	1
	PC19. perform the correct application of UV gel and filing technique to leave the nail balanced with the required shape and length with guidance from the supervisor,	1	2	0	1

	applying the tip to the natural nail accurately and in line with natural nail				
	PC20. apply the base and builder gel evenly to the nail without touching the cuticle, curing under UV/LED lamp after each application	0.5	1	0	1
	PC21. repeat the builder gel application if necessary to achieve desired thickness of the gel	0.5	2	0	0.5
	PC22. perform buffing techniques correctly on UV gel enhanced nail and seal to create a high shine finish, achieving the desired shape and thickness	1	2	0	1
	PC23. monitor UV curing timing to ensure adherence to product manufacturers instructions	0.5	1	0	0.5
	PC24. use a coat of clear polish or paint them with coloured nail polish as required	0.5	0.5	0	0.5
	PC25. apply the polish to the entire nail to create a smooth, even surface	0.5	1	0	0.5
	PC26. repair UV gel enhancements to restore desired look with guidance from the supervisor	1	1	0	1
	Apply acrylic (powder and liquid) nail enhancements				
	PC27. identify and select the correct products and tools for the acrylic nail enhancement job Products: monomer (ethyl methacrylate), acrylic powder, dehydrator, primer, nail tips, nail glue, nail art etc. Tools: tip clippers, pushers , 180-240 grit filer, Dappen dish and brush	0.5	0.5	0	0.5
	PC28. follow in accordance with manufacturers instructions to adapt and combine liquid and powder colours for application of acrylic nail enhancements	0.5	1	0	0.5
	PC29. use primers to remove oils safely, protecting the skin	0	0.5	0	0.5
	PC30. use glue correctly to attach the acrylic nail tips to the natural nail accurately protecting the skin from the glue	0.5	0.5	0	0.5
	PC31. pour the liquid and powder in different bowls in a well ventilated area	0.5	0.5	0	0.5

	PC32. apply the liquid and powder to the brush in the correct order, ratio and consistency	0.5	0.5	0	0.5
	PC33. apply the acrylic evenly to the nail without touching the cuticle	0.5	0.5	0	0.5
	PC34. ensure the acrylic is dried before moving on to the next step	0	0.5	0	0.5
	PC35. use a buffer to buff the surface of the nails, with an increasing grit file to achieve the desired shine	0.5	1	0	0.5
	PC36. use a coat of clear polish or paint them with coloured nail polish as required	0.5	1	0	0.5
	Post treatment procedures				
	PC37. identify and resolve any problems with the nail enhancements seeking help from supervisor as required	0.5	2	0	0.5
	PC38. perform nail repair technique to restore the nail enhancement following guidance of the supervisor	1	1	0	1
	PC39. finish the nails evenly with a clear defined line ensure the work area is kept clean and tidy during the service	0.5	1	0	0.5
	PC40. use work methods to minimise wastage	0.5	1	0	0.5
	PC41. complete the service to the satisfaction of the client in a commercially acceptable time	0.5	1	0	1
	PC42. check the natural nail plate and surrounding skin is undamaged and free from product	0.5	0.5	0	0.5
	PC43. refer problems that cannot be solved to the relevant person or supervisor promptly	0.5	1	0	0.5
	PC44. clean up the work area post-service to maintain the health and safety standard	0	0.5	0	0.5
	PC45. provide after care advice for specific after procedure, homecare advice and recommendations for protecting and maintaining the nail enhancement to the client	0.5	1	0	0.5
	PC46. dispose waste materials as per organisational standards in a safe and hygienic manner	0	0.5	0	0.5
	PC47. record details of the procedure accurately as per organisational policy and approved practice	0.5	1	0	0.5

	PC48. store information securely in line with the salons policies	0	0.5	0	0.5
	PC49. ask questions to check with the client their satisfaction with the finished result	0.5	1	0	0.5
	PC50. thank customer for feedback post-service, where customer is not satisfied with service take actions to resolve matter to customer satisfaction or apologise for the same and refer to supervisor	0.5	1	0	0.5
	Total Marks	25	45	0	30
BWS/N0406- Perform Refill	Perform refill				
	PC1. adhere to the health and safety standards laid out by the manufacturer and organization	1	2	0	2
	PC2. position self and client throughout treatment to ensure comfort and wellbeing	1	2	0	1
	PC3. sanitize the hands prior to treatment commencement	1	2	0	1
	PC4. prepare the client and provide suitable protective apparel	1	2	0	1
	PC5. set-up products, tools, equipment and techniques to suit clients service needs, nail and skin conditions	1	3	0	2
	PC6. carry out client consultation technique to identify the treatment plan and client needs	2	3	0	2
	PC7. ensure the client and you have understood the treatment objective and plan	1	1	0	1
	PC8. perform cleaning of nails to ensure they are free from bacteria	1	3	0	3
	PC9. buff and remove the existing product using electric files/ buffer/ traditional filing methods as per refill guidelines	1	3	0	2
	PC10. perform correct filing technique to achieve desired length and shape	2	3	0	2
	PC11. dehydrate the natural nail appropriately depending on acrylic/ gel service	2	3	0	3
	PC12. perform the correct application to refinish the nail with acrylic/ gel system	2	4	0	3

	PC13. perform buffing techniques correctly and seal to create a high shine finish	2	3	0	3
	PC14. monitor UV/ LED curing time as per product manufacturers instructions	2	2	0	2
	PC15. remove surface residue at the right stage, if required	1	2	0	1
	PC16. apply polish, if requested by client	1	2	0	2
	PC17. finish the nail enhancements to the clients satisfaction and meet the agreed service plan	2	2	0	2
	Total Marks	24	42	0	34
BWS/N0416- Provide Simple and Basic Nail Art Services	Preparing self and client				
	PC1. adhere to the health and safety standards laid out by the manufacturer and organization	1	2	0	2
	PC2. sanitize the hands prior to procedure commencement as per organisational approved process	0.5	3	0	0.5
	PC3. prepare the client suitably for the respective service procedure and provide relevant required personal protective equipment	1	3	0	2
	PC4. ask relevant and effective questions to check and establish the client's understanding, requirements and expectation prior to commencement and clarify doubts, if any	1	3	0	2
	PC5. position self and client throughout the procedure in a way to ensure privacy, comfort and wellbeing	1	2	0	1
	PC6. identify contra indications that restrict service and act accordingly as per organisational standards	1	2	0	1
	PC7. set-up products, tools, equipment for relevant techniques to suit clients service needs, nail and skin conditions Tools: brushes, stick on transfer, nail files Products: base coat, nail art paint, glitter, enamel remover, dehydrator, cotton, adhesive	2	2	0	2
	Prepare nail and applying art techniques				
	PC8. remove any existing nail polish or nail enhancement to restore the nails to a natural condition, if required, using removers, soaking and/or filing methods	1	2	0	2

	PC9. prepare the nail plate by removing debris, filing the free edge remove shine and dehydrate the natural nail as required by the service under instructions from the nail technician	2	3	0	3
	PC10. apply various techniques of nail art Techniques: base coat, nail art paint, coloured polish, glitter, marbling, painting and alternative tip shapes, water nail art, design painted freehand, with stencil or needle	2	2	0	3
	Complete nail art services				
	PC11. identify contra actions if any during the service and stop service and refer to the supervisor	1	2	0	2
	PC12. complete the service to the satisfaction of the client in a commercially acceptable time	2	2	0	2
	PC13. check the natural nail plate and surrounding skin is undamaged and free from product	1	2	0	2
	PC14. identify and resolve any problems with the nail art with guidance from the supervisor	1	2	0	1
	Post procedure tasks				
	PC15. refer problems that cannot be solved to the relevant person or supervisor promptly	2	2	0	2
	PC16. clean up and dispose the waste in the work area post-service to maintain the health and safety standard	0.5	3	0	0.5
	PC17. update relevant client and inventory records accurately, neatly and timely as per organisational policy and procedures	1	2	0	2
	PC18. dispose waste as per organisational standards, ensuring hygiene, safety and environmental considerations are addressed positively	1	2	0	2
	PC19. provide after care advise. provide specific after-procedure, homecare advice and recommendations for protecting and maintaining the nail enhancement to the client	1	2	0	2
	Total Marks	23	43	0	34
BWS/N0127	Prepare for mehendi application				

Carry out application of simple mehndi designs	PC1. adhere to the health and safety standards laid out by the manufacturer and organization	1	1	0	1
	PC2. use mehendi procured from authorised sources only	1	2	0	2
	PC3. ask relevant and effective questions to check and establish the client's understanding, requirements and expectation prior to commencement and clarify doubts, if any	2	2	0	2
	PC4. adjust the clients position to meet the needs of the service without causing them discomfort	1	2	0	2
	PC5. sanitize the hands prior to service commencement using a hand sanitiser	1	1	0	1
	PC6. prepare the client and provide suitable protective apparel	1	1	0	1
	PC7. use suitable consultation techniques to identify design objectives	1	2	0	1
	PC8. select and use products, tools and equipment to suit design objectives	1	2	0	2
	PC9. perform pre- preparation of mehndi/henna for the cone	1	2	0	1
	PC10. perform preparation of the cone and ensure a suitable tip size	1	2	0	2
	PC11. prepare the mehendi to appropriate consistency and recipe for application technique	2	2	0	2
	PC12. carry out a skin sensitivity test suitably to test for contra action	1	2	0	1
	Apply simple mehendi design				
	PC13. apply mehndi design using simple elements and correct procedures on hands, wrists and feet	1	2	0	1
	PC14. complete the application to the satisfaction of the customer in a commercially acceptable time	1	2	0	1
	PC15. comply with health and safety standards and processes laid out by manufacturer and organization and based on client needs	1	2	0	1

	PC16. check the clients comfort and wellbeing throughout the service and adapt	1	2	0	1
	PC17. discontinue service, and do not provide advice and recommendations where contraactions occur	1	2	0	1
	PC18. ensure the work area is kept clean and tidy during the service Carry out post-procedure actions	1	2	0	1
	Carry out post-procedure actions				
	PC19. dispose waste materials as per organisational standards in a safe and hygienic manner	1	1	0	1
	PC20. record details of the procedure accurately as per organisational policy and approved practice	1	2	0	1
	PC21. store information securely in line with the salons policies	1	2	0	1
	PC22. provide specific after-process advice to the client for colour fastening and contra actions	1	2	0	1
	PC23. ask questions to check with the client their satisfaction with the finished result	1	2	0	1
	PC24. thank customer for feedback post-service, where customer is not satisfied with service take actions to resolve matter to customer satisfaction or apologise for the same and refer to supervisor	1	2	0	1
	Total Marks	26	44	0	30
BWS/N0417 Provide Indian head massage	Prepare self and client				
	PC1. adhere to the health and safety standards laid out by the manufacturer and salon	1	2	0	1
	PC2. position self and client in a manner to ensure privacy, comfort and safety, throughout the service	1	2	0	1
	PC3. prepare yourself, the client and work area for head massage Yourself: Sanitize the hands prior to service commencement using hand sanitiser, wear personal protective equipment, remove jewellery, etc. Client: Provide suitable protective apparel, remove jewellery, etc. Work area: organise and arrange products, tools and equipment, sanitise tools and equipment, no trailing wires, no obstructions, etc	1	2	0	1

PC4. ask relevant questions to consult with the client to identify the condition of the hair and scalp and provide the suitable services	1	2	0	1
PC5. ask relevant and effective questions to clarify the client's understanding and expectation prior to commencement of service procedures	1	2	0	1
PC6. identify contra-indications if any that restrict the services or products sought by the customer	1	1	0	1
PC7. explain politely to the customer why service is denied or modified in case done so for contraindications	1	2	0	2
PC8. work minimising risk of cross infections	1	2	0	1
PC9. select and prepare products, tools and equipment that are suitable for the clients head massage to meet to the clients needs and service plan Tools: Hair clips, hair band, spatula Equipment: Towels, sheets to protect client clothing, consumables, bin, bin liner, trolley, stool/chair, bowl, magnifying lamp, cotton wool, tissues, cotton buds, mirror	1	2	0	1
PC10. perform a pre-shampoo or other relevant procedure in accordance with the required service	1	2	0	2
Perform Indian head massage				
PC11. select a suitable medium and perform hair spa and the head massage Medium: Oil (organicsesame, coconut, almond, olive, mustard), cream	1	2	0	2
PC12. perform various massage techniques to complete the service as required Techniques: Effleurage, petrissage, tapotement, rotary, vibration, friction.	1	2	0	2
PC13. apply suitable pressure on the marma pressure points as per requirement taking care of client comfort	1	2	0	1
PC14. perform post massage services or procedures in accordance with the requirements of products, skin, hair structure, and type	1	2	0	2
PC15. check the clients comfort and wellbeing throughout the service and adapt procedures to ensure	1	2	0	1

	the same, reassure the client with necessary information and positive comments as required				
	PC16. perform and adapt the service procedure using materials, equipment and techniques correctly and safely to meet the needs of the client	1	2	0	2
	PC17. promptly refer problems that cannot be solved to the relevant superior for action	1	2	0	2
	PC18. complete the service to the satisfaction of the client in a commercially acceptable time and as per organisational standards	1	2	0	1
	Carry-out post procedure activities				
	PC19. ask questions to check with the client their satisfaction with the finished result	1	2	0	1
	PC20. thank customer for feedback post-service, where customer is not satisfied with service take actions to resolve matter to customer satisfaction or apologise for the same and refer to supervisor	1	2	0	1
	PC21. record details of the service accurately as per organisational policy and procedures	1	2	0	1
	PC22. store information securely in line with the salons policies	1	2	0	1
	PC23. provide specific after-procedure, homecare advice and recommendations for product use and further services to the client minimize the wastage of products and store chemicals and equipment securely post service	1	1	0	1
	PC24. dispose all waste safely according to the salons standards of hygiene and safety	1	1	0	1
	Total Marks	24	45	0	31
BWS/N9002	Maintain health and safety at the workplace				
Maintain health and safety at the workplace	PC1. ensure proper supply of Personal Protective Equipment such as tissues, antibacterial soaps, alcohol-based hand cleansers, triple layered surgical face masks, gloves, etc. for the employees and clientele	3	5	0	2

	PC2. ensure maintaining basic hygiene and keep proper distance between the clientele to avoid any kind of cross infection, basic hygiene such as wearing disposable N-95/ triple layered surgical face mask, gloves, apron, washing/ sanitizing hands & taking bath at regular intervals, etc.	3	4	0	2
	PC3. set up and position oneself, equipment, chemicals, products and tools in the work area to meet legal, hygiene and safety requirements	3	4	0	2
	PC4. clean and sterilize all tools and equipment before and after use	3	4	0	2
	PC5. maintain one's posture and position to minimize fatigue, risk of injury and chances of cross infection	3	4	0	2
	PC6. dispose waste materials in accordance to the industry accepted standards	3	4	0	2
	PC7. maintain first aid kit and keep oneself updated on the first aid procedures	3	4	0	2
	PC8. identify and document potential risks and hazards in the workplace	3	4	0	2
	PC9. accurately maintain accident reports	3	4	0	2
	PC10. report health and safety risks/ hazards to concerned personnel	3	4	0	2
	PC11. use tools, equipment, chemicals and products in accordance with the guidelines and manufacturers' instructions	3	4	0	2
	Total Marks	33	45	0	22
BWS/N9003 Create a positive impression at the workplace	Appearance and Behavior				
	PC1. ensure maintaining good health and personal hygiene such as sanitized hands, neatly tied and covered hair, clean nails, etc.	2	3	0	1
	PC2. meet the organization's standards of grooming (courtesy, behavior and efficiency) such as engaging with clients with no gender stereotyping, positioning self and client in a manner, to ensure privacy, comfort and well-being of all the genders throughout the services, etc.	2	3	0	1

PC3. stay free from intoxicants while on duty	1	2	0	1
PC4. wear and carry organization's uniform and accessories correctly and smartly by sanitizing it in hot water with detergent and bleach	2	2	0	2
Task execution as per organization's standards				
PC5. take appropriate and approved actions in line with instructions and guidelines	2	2	0	1
PC6. participate in workplace activities as a part of the larger team	2	3	0	1
PC7. report to supervisor immediately in case there are any work issues	2	2	0	1
PC8. use appropriate language, tone and gestures while interacting with guests from different cultural and religious backgrounds, age, disabilities and gender	2	3	0	1
PC9. improve upon existing techniques of services by updating skills, such as, learning about digital technologies (by using digital platform for booking an appointment, making bills & payments, collecting feedback); financial literacy (opening savings bank accounts, linking Aadhaar card to bank account, using various e-commerce platforms); self-ownership, etc.	2	3	0	1
Communication and Information record				
PC10. communicate procedure related information to guests based on the sectors code of practices and organizations procedures/ guidelines	2	3	0	1
PC11. communicate role related information to stakeholders in a polite manner and resolve queries, if any	2	2	0	1
PC12. assist and guide guests to services or products based on their needs	2	3	0	1
PC13. report and record instances of aggressive/ unruly behavior and seek assistance	2	2	0	1
PC14. use communication equipment (phone, email etc.) as mandated by the organization	2	2	0	1

	PC15. carry out routine documentation (such as recording details related to employee's tasks, services taken and feedback given by clients) legibly and accurately in the desired format	2	2	0	1
	PC16. maintain confidentiality of information, as required, in the role	2	3	0	1
	PC17. communicate the internalization of gender & its concepts at work place	2	3	0	1
	PC18. conduct various workshops for the employees at workplace; using range of technologies that aid PwDs at the workplace, etc.	2	3	0	1
	Total Marks	35	46	0	19
DGT/VSQ/N0102 Employability Skills (60 hours)	Introduction to Employability Skills				
	PC1. identify employability skills required for jobs in various industries	0	0.5	0	0.5
	PC2. identify and explore learning and employability portals	0.5	0	0	0.5
	Constitutional values – Citizenship				
	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.	0	0.5	0	0.5
	PC4. follow environmentally sustainable practices	0	0.5	0	0.5
	Becoming a Professional in the 21st Century				
	PC5. recognize the significance of 21st Century Skills for employment	0.5	0	0	0.5
	PC6. practice the 21st Century Skills such as SelfAwareness, Behaviour 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	0	0.5	0	0.5
	Basic English Skills				

	PC7. use basic English for everyday conversation in different contexts, in person and over the telephone	0.5	0.5	0	0.5
	PC8. read and understand routine information, notes, instructions, mails, letters etc. written in English	0.5	0	0	0.5
	PC9. write short messages, notes, letters, e-mails etc. in English	0	0.5	0	0.5
	Career Development & Goal Setting				
	PC10. understand the difference between job and career	0.5	0	0	0.5
	PC11. prepare a career development plan with short- and long-term goals, based on aptitude	0	0.5	0	0.5
	Communication Skills				
	PC12. follow verbal and non-verbal communication etiquette and active listening techniques in various settings	0	0.5	0	0.5
	PC13. work collaboratively with others in a team	0	0.5	0	0.5
	Diversity & Inclusion				
	PC14. communicate and behave appropriately with all genders and PwD	0	0.5	0	0.5
	PC15. escalate any issues related to sexual harassment at workplace according to POSH Act	0	0.5	0	0.5
	Financial and Legal Literacy				
	PC16. select financial institutions, products and services as per requirement	0	0.5	0	0.5
	PC17. carry out offline and online financial transactions, safely and securely	0.5	0	0	0.5
	PC18. identify common components of salary and compute income, expenses, taxes, investments etc	0.5	0	0	0.5
	PC19. identify relevant rights and laws and use legal aids to fight against legal exploitation	0.5	0	0	0.5
	Essential Digital Skills				
	PC20. operate digital devices and carry out basic internet operations securely and safely	0	1.5	0	0.5
	PC21. use e- mail and social media platforms and virtual collaboration tools to work effectively	0	1	0	0.5

	PC22. use basic features of word processor, spreadsheets, and presentations	0.5	0	0	0.5
	Entrepreneurship				
	PC23. identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	0.5	0	0	0.5
	PC24. develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	0.5	2	0	0.5
	PC25. identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity	0.5	0	0	0.5
	Customer Service				
	PC26. identify different types of customers	0.5	2	0	0.5
	PC27. identify and respond to customer requests and needs in a professional manner.	0.5	0	0	0.5
	PC28. follow appropriate hygiene and grooming standards	0.5	0	0	0.5
	Getting ready for apprenticeship & Jobs				
	PC29. create a professional Curriculum vitae (Résumé)	0.5	2	0	0.5
	PC30. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	0	3	0	0.5
	PC31. apply to identified job openings using offline /online methods as per requirement	0	3	0	0.5
	PC32. answer questions politely, with clarity and confidence, during recruitment and selection	0.5	3	0	0.5
	PC33. identify apprenticeship opportunities and register for it as per guidelines and requirements	0.5	1.5	0	0
	Total Marks	9	25	0	16
	Grand Total	254	432	0	264

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.

3. Assessment Quality Assurance levels/Framework:

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

4. Types of evidence or evidence-gathering protocol:

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

5. Method of verification or validation:

- Surprise visit to the assessment location

6. Method for assessment documentation, archiving, and access

- Hard copies of the documents are stored

On the Job:

1. Each module (which covers the job profile of Nailcare services and Nail technician) will be assessed separately.
2. The candidate must score 60% in each module to successfully complete the OJT.

3. Tools of Assessment that will be used for assessing whether the candidate is having desired skills and etiquette of dealing with customers, understanding needs & requirements, assessing the customer and perform Soft Skills effectively:
 - Videos of Trainees during OJT
 -
4. Assessment of each Module will ensure that the candidate is able to:
 - Effective engagement with the customers
 - Understand the working of various tools and equipment
 ->

Annexure: 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