

**CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE**

**Name and address of submitting body:**

Media and Entertainment Skill Council  
522-524, DLF Tower-A,  
Jasola, New Delhi 110025

**Name and contact details of individual dealing with the submission**

**Name:** Mohit Soni

**Position in the organisation:** Chief Executive Officer

**Address if different from above:**

**Tel number(s):** 01149048335/ 49048336

**E-mail address:** academics@mescindia.org

**List of documents submitted in support of the Qualifications File**

1. Occupational Map
2. Qualification Pack
3. Progression matrix
4. Protocol for Affiliation of Assessment

**Model Curriculum to be added which will include the following:**

- **Indicative list of tools/equipment to conduct the training**
- **Trainers qualification**
- **Lesson Plan**
- **Distribution of training duration into theory/practical/OJT component**

**NSQF QUALIFICATION FILE**Approved in 23<sup>rd</sup> NSQC Meeting, 22<sup>nd</sup> August, 2019**SUMMARY**

1	<b>Qualification Title</b>	Director of Photography
2	<b>Qualification Code, if any</b>	MES/Q0901
3	<b>NCO code and occupation</b>	NOC 2015- 3521.0100 Camera
4	<b>Nature and purpose of the qualification (Please specify whether qualification is short term or long term)</b>	Nature of qualification is Creative Art and purpose is to provide job and freelance opportunity as Director of Photography in M&E Industry (This qualification is Short Term Course)
5	<b>Body/bodies which will award the qualification</b>	MESC – Media & Entertainment Skill Council
6	<b>Body which will accredit providers to offer courses leading to the qualification</b>	MESC – Media & Entertainment Skill Council
7	<b>Whether accreditation/affiliation norms are already in place or not, if applicable (if yes, attach a copy)</b>	YES
8	<b>Occupation(s) to which the qualification gives access</b>	Director of Photography
9	<b>Job description of the occupation</b>	Individuals at this job need to determine the visual style of the production. They finalize locations and equipment that will be used. During shoots, they guide efforts of the camera crew and collaborate with lighting and grips to capture the desired look for the end-product.
10	<b>Licensing requirements</b>	NO
11	<b>Statutory and Regulatory requirement of the relevant sector (documentary evidence to be provided)</b>	NO
12	<b>Level of the qualification in the NSQF</b>	NSQF LEVEL 7
13	<b>Anticipated volume of training/learning required to complete the qualification</b>	510 hours
14	<b>Indicative list of training tools required to deliver this qualification</b>	

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15	<b>Entry requirements and/or recommendations and minimum age</b>	Graduate	
16	<b>Progression from the qualification (Please show Professional and academic progression)</b>	Horizontal Progression to be an Entrepreneur	
17	<b>Arrangements for the Recognition of Prior learning (RPL)</b>	RPL with prominent players in the Film, Television, Gaming, Animation and Advertising industry are in progress	
18	<b>International comparability Where known (research evidence to be provided)</b>	Creative Skills Set (United Kingdom) & IBSA ( Australian Business Skill Council)	
19	<b>Date of planned review of the qualification</b>	20/06/2021	
20	<b>Formal structure of the qualification</b>		
	<b>Mandatory components</b>		
	<b>Title of component and identification code/NOSs/Learning outcomes</b>	<b>Estimated size (learning hours)</b>	<b>Level</b>
	MES / N 0901 (Determine Visual Story and Prepare Shoot Plan)	50	7
	MES / N 0902 (Carry out Location Recces and Finalize Locations)	83	7
	MES / N 0903 (Recruit Camera Team)	65	7
	MES / N 0904 (Estimate and Procure Camera Equipment)	65	7
	MES / N 0906 (Prepare for Shoot)	80	7
	MES / N 0907 (Operate Camera during Shoot)	95	7
	MES / N 0909 (Maintain workplace health and safety)	72	7
	<b>Sub Total (A)</b>	<b>510</b>	<b>7</b>
	<b>Optional component</b>		

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	Title of component and identification code/NOSs/Learning outcomes	Estimated size (learning hours)	Level
(i)			
	<b>Sub Total (B)</b>		
	<b>Total A+B</b>	1440	LEVEL 7

### **SECTION 1 ASSESSMENT**

<b>21</b>	<b>Body/Bodies which will carry out assessment:</b>  MESC will conduct assessment through its empanelled assessment agency and through certified assessors.
<b>22</b>	<b>How will RPL assessment be managed and who will carry it out?</b>  Yes. The RPL assessment will be carried out through screening, identifying skills gaps through NOS level assessment issuing NOS level scores sheets providing bridge training to cover competency gaps and conduct final assessment of the candidates
<b>23</b>	<b>Describe the overall assessment strategy and specific arrangements which have been put in place to ensure that assessment is always valid, reliable and fair and show that these are in line with the requirements of the NSQF.</b>  Assessment is done through third parties who are affiliated to MESC as Assessment Body. Assessors are trained & certified by MESC through Training of Trainers program. The assessment involves two processes. The first process is gathering the evidence of the competency of individuals. The second part of the assessment process is the judgement as to whether a person is competent or not.  The assessment plan contains the following information: <ul style="list-style-type: none"><li>● What will be assessed, i.e. the competency based on each NOS</li><li>● How assessment will occur i.e. methods of assessment</li><li>● When the assessment will occur</li><li>● Where the assessment will take place i.e. context of the assessment (workplace/simulation)</li><li>● The criteria for decision making i.e. those aspects that will guide judgements and</li></ul> The assessment is conducted through theory, viva voce and practical.

**ASSESSMENT EVIDENCE**

Grid for each component as listed in “Formal structure of the qualification” in the Summary.

**24. Assessment evidences Title of Component:**

<b>Outcomes to be assessed/NOSs to be assessed</b>	<b>Assessment criteria for the outcome</b>
Determine the Visual Style and Prepare Shoot Plan	PC1. Interpret the visual style of the end-product through a detailed review of the script and through discussions with the producer and director
	PC2. Devise creative ideas and finalize the visual style of the production
	PC3. Plan and finalize the day-wise shoot plan, keeping in mind the impact on the production budget, timelines and technical viability
	PC4. Prepare continuity guidelines for other departments
Carry out Location Recces and Finalize Locations	PC1. Assess the suitability of a studio/location for the shoot in light of the visual style and production needs (it is recommended that the DOP personally visits all key locations)
	PC2. Evaluate the pros and cons of shooting at the location and reasons why it should be chosen or rejected
	PC3. Assess any alterations/changes that will be required and expected additional costs that would need to be borne

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	PC4. Communicate the changes required to the production team
Recruit Camera Team	PC1. Ascertain the number of people required and duration of involvement for each role
	PC2. Shortlist profiles and conduct interviews and practical tests to establish a fit for each role
	PC3. Negotiate and finalize candidate salaries within the hiring budget allocated for the camera team
	PC4. Finalize relevant contractual documentation to complete the hiring process
Estimate and Procure Camera Equipment	PC1. Identify the type of camera equipment that would be best suited to produce the required visual style of production
	PC2. Estimate the quantity of equipment required and list out the specifications
	PC3. Collaborate with equipment vendors to source the equipment in advance, to meet shoot schedules
	PC4. Test the equipment for damages/defects and arrange for replacements, if required
Prepare for Shoots	PC1. Establish the focus requirements for each shot, based on the creative and technical requirements of production (DOP)
	PC2. Mark the focus lengths/angle based on the required composition i.e. positioning of elements within a frame, perspective i.e. point of view and aspect ratio i.e. relationship between width and height (Camera assistant)
	PC3. Prepare a focus path for a sequence depending on the movement, timing, start and finish points during shoots (Camera operator and assistant)
	PC4. Report potential issues to the Producer and Director and relevant teams for rectification (DOP and Camera operator)
	PC1. Focus and refocus the camera lenses for each shot (Camera Assistant)
Operate Camera during Shoot	PC2. Advise actors and performers regarding movement and positions
	PC3. Make modifications to the focus path, if required, based on any changes in the artists movements (Camera Assistant)

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	<p>PC4. Execute camera movements established during rehearsals according to the instructions received by the DOP while maintaining the focus length for each shot (Camera Operator)</p>
	<p>PC5. Ensure that the creative and technical quality of the shoot meets the desired production and post production standards (DOP)</p>
<p>Maintain workplace health and safety Description</p>	<p>PC1. Understand and comply with the organization’s current health, safety and security policies and procedures</p>
	<p>PC2. Understand the safe working practices pertaining to own occupation</p>
	<p>PC3. Understand the government norms and policies relating to health and safety including emergency procedures for illness, accidents, fires or others which may involve evacuation of the premises</p>
	<p>PC4. Participate in organization health and safety knowledge sessions and drills</p>
	<p>PC5. Identify the people responsible for health and safety in the workplace, including those to contact in case of an emergency</p>
	<p>PC6. Identify security signals e.g. fire alarms and places such as staircases, fire warden stations, first aid and medical rooms</p>
	<p>PC7. Identify aspects of your workplace that could cause potential risk to own and others health and safety</p>
	<p>PC8. Ensure own personal health and safety, and that of others in the workplace through precautionary measures</p>
	<p>PC9. Identify and recommend opportunities for improving health, safety, and security to the designated person</p>
	<p>PC10. Report any hazards outside the individual’s authority to the relevant person in line with organizational procedures and warn other people who may be affected</p>
	<p>PC11. Follow organization’s emergency procedures for accidents, fires or any other natural calamity in case of a hazard</p>
	<p>PC12. Identify and correct risks like illness, accidents, fires or any other natural calamity safely and within the limits of individual’s authority</p>

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<b>Means of assessment 1</b>	Online (Multiple choice questions) Offline (Practical)
<b>Means of assessment 2</b> Add boxes as required.	
<b>Pass/Fail</b>	<b>Pass : Above 70%</b>

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**NSQF QUALIFICATION FILE**Approved in 23<sup>rd</sup> NSQC Meeting, 22<sup>nd</sup> August, 2019**SECTION 2****25. EVIDENCE OF LEVEL****OPTION A**

<b>Title/Name of qualification/component : DIRECTOR OF PHOTOGRAPHY ( MES/Q0901) Level : 7</b>			
<b>NSQF Domain</b>	<b>Outcome of the qualification/component</b>	<b>How the outcomes relates to the NSQF level descriptors</b>	<b>NSQF Level</b>
<b>Process</b>	1.Determine the Visual Style and Prepare Shoot Plan 2. Carry out Location Recces and Finalize Locations 3. Recruit Camera Team 4. Estimate and Procure Camera Equipment 5. Prepare for Shoots 6. Operate Camera during Shoot 7. Maintain workplace health and safety Description	The jobholder needs to understand the script, production concept and creative brief to devise creative ways to visually depict the same. S/he must also recruit camera team and carry out location recces and finalise locations based on suitability and viability. The individual must have the technical know-how of various equipment for photography and operate camera during shoots by pulling focus	<b>Level 7</b>
<b>Professional knowledge</b>	1.Determine the Visual Style and Prepare Shoot Plan 2. Carry out Location Recces and Finalize Locations 3. Recruit Camera Team 4. Estimate and Procure Camera Equipment 5. Prepare for Shoots	The jobholder must possess the knowledge of the creative, technical and budgetary requirements and constraints and various camera techniques. S/he must also know the principles of cinematography and focus requirements with all the technical knowledge associated with it like frame shots, lens, measurement of distance, time etc. The director needs to know the applicable health and safety	<b>Level 7</b>

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	<p>6. Operate Camera during Shoot 7. Maintain workplace health and safety Description</p>	<p>guidelines, and ensuring that the equipment selected minimizes any risks to the health and safety of the cast and crew</p>	
<b>Professional skills</b>	<p>1. Determine the Visual Style and Prepare Shoot Plan 2. Carry out Location Recces and Finalize Locations 3. Recruit Camera Team 4. Estimate and Procure Camera Equipment 5. Prepare for Shoots 6. Operate Camera during Shoot 7. Maintain workplace health and safety Description</p>	<p>Quick decision making skills with effective planning and efficient organisation skills are imperative to carry out shooting depending on the time, budget and script. Director of Photography needs to know and understand how to identify problems with successful execution of the task and resolve them in consultation with the producer and director or the production team. S/he also needs to critically examine and highlight the inconsistencies between the story, dialogue and envision the impact of selecting particular shoot types and camera equipment.</p>	<b>Level 7</b>
<b>Core skills</b>	<p>1. Determine the Visual Style and Prepare Shoot Plan 2. Carry out Location Recces and Finalize Locations 3. Recruit Camera Team 4. Estimate and Procure Camera Equipment 5. Prepare for Shoots 6. Operate Camera during Shoot 7. Maintain workplace health and safety Description</p>	<p>The jobholder requires high level of generic skills as he needs to prepare guidelines for other departments and read and understand script, budget, timelines, job profiles, shoot schedules, camera specification notes and norms related to health and safety. Strong oral communication skills are necessary as regular discussion with production team, camera crew, artists, directors, vendors and suppliers are required. Owing to the high core skills requirement, this job is pegged at level 7.</p>	<b>Level 7</b>

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<b>Responsibility</b>	1. Determine the Visual Style and Prepare Shoot Plan 2. Carry out Location Recces and Finalize Locations 3. Recruit Camera Team 4. Estimate and Procure Camera Equipment 5. Prepare for Shoots 6. Operate Camera during Shoot 7. Maintain workplace health and safety Description	The jobholder is required to interpret the visual style, identify appropriate medium for shooting and devise creative ideas to finalise the visual style of production keeping in mind the budget, timeline and technical viability. The job involved assessing the suitability of locations, ascertaining the number of people required, duration and salaries for the recruited crew. The procurement of equipment for shoot and laying out marks on the set to define artist paths and refining camera positions during rehearsals are important tasks for the jobholder.	<b>Level 7</b>

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**SECTION 3 EVIDENCE OF NEED**

26	<b>What evidence is there that the qualification is needed? What is the estimated uptake of this qualification and what is the basis of this estimate?</b>		
	<b>Basic</b>	<b>In case of SSC</b>	<b>In case of other Awarding Bodies (Institutes under Central Ministries and states departments)</b>
	Need of the qualification	As per the 2019 FICCI report the Entertainment industry is growing at a very significant rate and to cater the demand of the industry we need to skill our youth. As per the report its evident that the qualification is needed.	
	Industry Relevance	The MESC has undertaken validation of the job roles with actual end-user industry and association where such employment is going to be generated and absorbed instead of generic validation of industry. The MESC submitted the endorsements from users/intended users of the qualification clearly supporting need for trained people against specific job role.	
	Usage of the qualification	MESC prepared this on the basis of requirement from industry and demand raised by various association. The qualification will be used both for new inductees as well as RPL of working actors in the industry.	

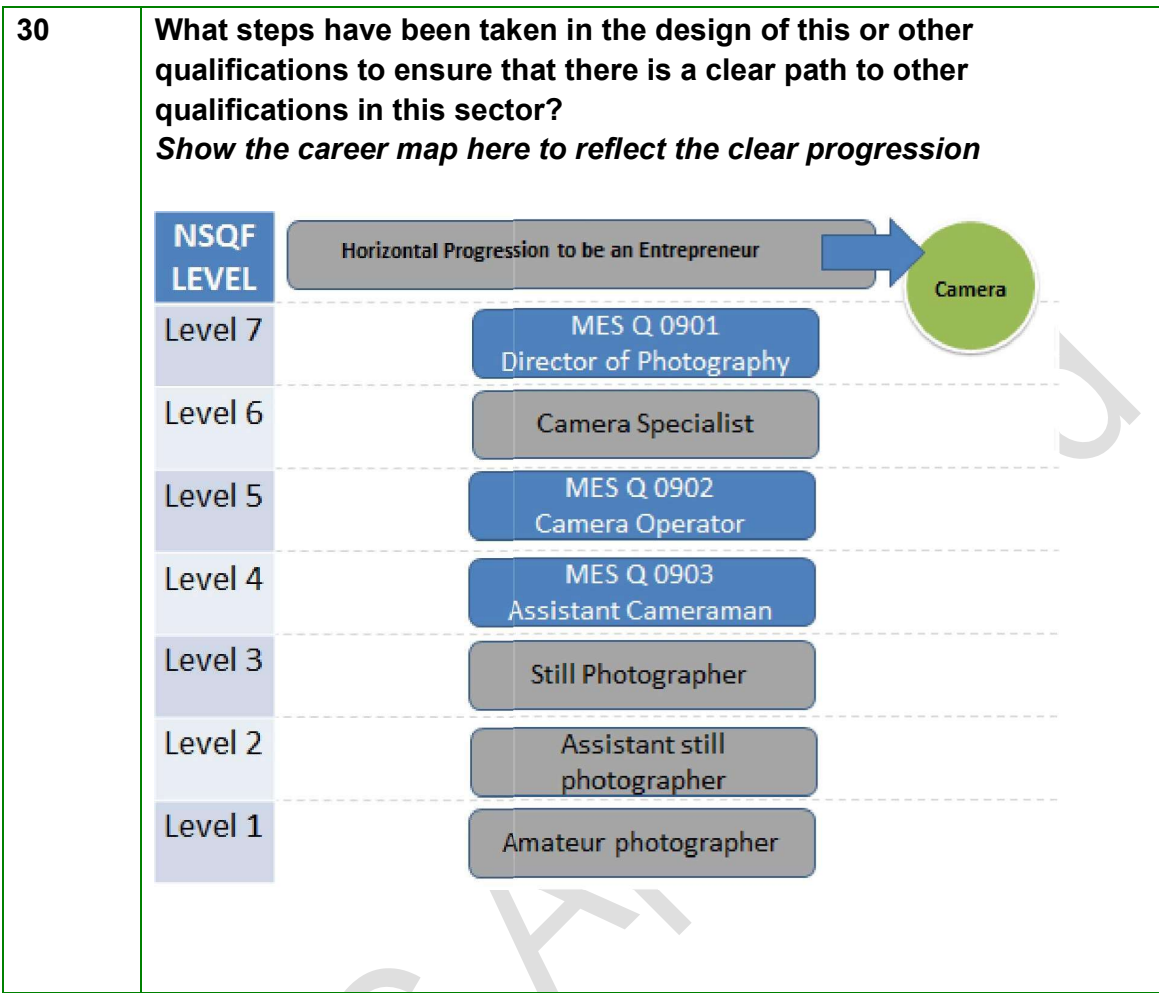
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	Estimated uptake	MESC has conducted skill gap study in consultation with FICCI (KPMG and EY) and interaction with the industry. The skill gap study and industry interaction says huge demand of manpower for this qualification. MESC will share the tentative demand sheet whenever desired.	
27	<p><b>Recommendation from the concerned Line Ministry of the Government/Regulatory Body. To be supported by documentary evidences</b></p> <p>MESC has approached the line Ministry (Ministry of information and broadcasting) and submitted detail Qualification for their concurrence. Response is yet to be received.</p>		
28	<p><b>What steps were taken to ensure that the qualification(s) does (do) not duplicate already existing or planned qualifications in the NSQF? Give justification for presenting a duplicate qualification</b></p> <p>As part of the skilled Gap Survey we have done functional mapping for all the job roles ,ensuring there is no duplications in the in the planned qualifications in NSQF through vertical career progression and horizontal multiskilling.</p>		
29	<p><b>What arrangements are in place to monitor and review the qualification(s)? What data will be used and at what point will the qualification(s) be revised or updated? Specify the review process here</b></p> <p>The qualifications will be revised and updated when any one of the below instances occur</p> <ol style="list-style-type: none"> <li>1. 24 months from the approval of the NSQC</li> <li>2. If less than 30% of the certified candidates get employed</li> <li>3. When there is significant improvement in technology/ processes for executing the job role</li> </ol>		

**SECTION 4**  
**EVIDENCE OF PROGRESSION**

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