



QUALIFICATION FILE

Ground Staff (Paratrike, Paramotoring, Paragliding)

☒ 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: 2

Submitted By:

Tourism and Hospitality Skill Council

#301, Block A, 3rd Floor, Naurang House, Kasturba Gandhi Marg, Connaught Place,

New Delhi. 110001, Landline # 011-41608056/8057 Ext.1102

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Section 1: Basic Details

1.	Qualification Name	Ground Staff (Paratrike, Paramotoring, Paragliding)								
2.	Sector/s	Tourism & Hospitality								
3.	Type of Qualification: ☐ New ☒ Revised ☐ Has Electives/Options ☐ OEM	NQR Code & version of existing/previous qualification: <i>(change to previous, once approved)</i> 2021/TH/THSC/04679 and v1.0		Qualification Name of existing/previous version: Ground Staff (Paratrike, Paramotoring, Paragliding)						
4.	a. OEM Name b. Qualification Name <i>(Wherever applicable)</i>									
5.	National Qualification Register (NQR) Code &Version <i>(Will be issued after NSQC approval)</i>	QG-02-TH-02435-2024-V2-THSC	6. N C r F /NSQF Level: 2							
7.	Award (Certificate/Diploma/Advance Diploma/ Any Other) <i>(Wherever applicable specify multiple entry/exits also & provide details in annexure)</i>	Certificate								
8.	Brief Description of the Qualification	The ground staff is responsible for completing all pre-and-post flight ground duties of the concerned aero activity. This includes equipment clean up, assembling and repair work under close supervision of the ground crew chief/equipment in charge.								
9.	Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience: <table border="1"> <thead> <tr> <th>S. No.</th> <th>Academic/Skill Qualification (with Specialization - if applicable)</th> <th>Required Experience (with Specialization - if applicable)</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Ability to read and write</td> <td></td> </tr> </tbody> </table> b. Age- NA			S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)	1.	Ability to read and write	
S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)								
1.	Ability to read and write									
10.	Credits Assigned to this Qualification, Subject to Assessment <i>(as per National Credit Framework (NCrF))</i>	7	11. Common Cost Norm Category (I/II/III) <i>(wherever applicable):</i> III							
12.	Any Licensing requirements for Undertaking Training on This Qualification <i>(wherever applicable)</i>	NA								

13.	Training Duration by Modes of Training Delivery <i>(Specify Total Duration as per selected training delivery modes and as per requirement of the qualification)</i>	☐ Offline ☐ Online ☒ Blended <table border="1" data-bbox="853 172 1736 339"> <thead> <tr> <th>Training Delivery Modes</th> <th>Theory (Hours)</th> <th>Practical (Hours)</th> <th>OJT Mandatory (Hours)</th> <th>Total (Hours)</th> </tr> </thead> <tbody> <tr> <td>Classroom (offline)</td> <td></td> <td>88:00</td> <td>60:00</td> <td>148:00</td> </tr> <tr> <td>Online</td> <td>62:00</td> <td></td> <td></td> <td>62:00</td> </tr> </tbody> </table> <i>(Refer Blended Learning Annexure for details)</i>	Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	Total (Hours)	Classroom (offline)		88:00	60:00	148:00	Online	62:00			62:00
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	Total (Hours)													
Classroom (offline)		88:00	60:00	148:00													
Online	62:00			62:00													
14.	Aligned to NCO/ISCO Code/s <i>(if no code is available mention the same)</i>	NCO-2015/6224.1200															
15.	Progression path after attaining the qualification <i>(Please show Professional and Academic progression)</i>	Ground Crew (Paragliding)															
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:															
19.	How Participation of Women will be Encouraged	The inclusion of women in the workplace is important as there is an increase in the number of educated women. Despite progress in some areas, women still face significant challenges and barriers to their full participation in the workforce. This can be addressed by formulating policy measures on skilling, job creation and support services. To increase the proportion of women in the workforce, various support measures like childcare facilities, close proximity to the workplace, safe transportation, gender acceleration plans and return to work (allowing women to re-join the workforce after motherhood) should be provided. Organisations should provide flexible work arrangements like part-time or remote work options. This not only helps the organisation to retain talented women employees, but it also helps women to balance work and family responsibilities.															
20.	Are Greening/ Environment Sustainability Aspects Covered <i>(Specify the NOS/Module which covers it)</i>	☒ Yes ☐ No THC/N9915: Maintain Safe, Healthy and Hygienic Practices THC/N9916: Follow and Maintain Green Practices															
21.	Is Qualification Suitable to be Offered in Schools/Colleges	Schools ☒ Yes ☐ No Colleges ☐ Yes ☐ No															
22.	Name and Contact Details of Submitting / Awarding Body SPOC <i>(In case of CS or MS, provide details of both Lead AB & Supporting ABs)</i>	Name: Meenakshi Sharma Email: meenakshi.sharma@thsc.in Contact No.: 011-41608056/8057 Ext.1102 Website: www.thsc.in															

23.	Final Approval Date by NSQC: 30/04/2024	24. Validity Duration: 3 years	25. Next Review Date: 30/04/2027
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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/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.	Prepare for the Paragliding/Paramotoring/Paratrike Flight as Ground Staff	THC/N9014&v3.0	Core	2	1	4	6	20	0	30	18	18	0	0	36	20
2.	Complete Post Flight Requirements as Ground Staff	THC/N9015&v3.0	Core	2	1	4	6	20	0	30	9	7	0	0	16	20
3.	Assess and Mitigate Risks as Ground Staff	THC/N9016&v3.0	Core	2	1	4	6	20	0	30	21	18	0	0	39	15
4.	Communicate with Customers and Colleagues	THC/N9913 &v3.0	Non-Core	4	0.5	7	8	0	0	15	34	39	0	0	73	10
5.	Follow Gender and Age Sensitive Practices	THC/N9914 &v3.0	Non-Core	4	0.5	7	8	0	0	15	7	3	0	0	10	10
6.	Maintain Safe, Healthy and Hygienic Practices	THC/N9915 &v3.0	Non-Core	4	1	12	18	0	0	30	32	16	0	0	48	10
7.	Follow and Maintain Green Practices	THC/N9916 &v3.0	Non-Core	4	1	12	18	0	0	30	28	11	0	0	39	10
8.	Employability Skills (30 Hours)	DGT/VSQ/N0101 & v1.0	Non-Core	2	1	12	18	0	0	30	20	30	0	0	50	5
Duration (in Hours) / Total Marks					7	62	88	60	0	210	169	142	0	0	311	100

Assessment - Minimum Qualifying PercentagePlease specify **any one** of the following:

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

Minimum Pass Percentage – NOS/Module-wise: % (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)	12th / Certificate / Diploma / Degree / Postgraduate (specialization in Tour & Travel) with 5 years of relevant industry experience (Tourism) and 1-year of training experience (Tourism)
2.	Master Trainer's Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	Certificate / Diploma / Degree / Postgraduate (specialization in Tour & Travel) with more than 5 years upto 10 years of relevant industry experience (Tourism) and more than 1-year of training experience (Tourism)
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	NA

Section 4: Assessment Related

1.	Assessor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	12th / Certificate / Diploma / Degree / Postgraduate with 3 years of relevant industry experience (Paratrike, Paramotoring, Paragliding/ Adventure Tourism)
2.	Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Graduate in any Stream. No relevant industry experience required, however well versed with administrative duties, general computer and telephone skills.
3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Diploma / Degree / Postgraduate with 5 years of relevant industry experience (Paratrike, Paramotoring, Paragliding/ Adventure Tourism)
4.	Assessment Mode (Specify the assessment mode)	Blended
5.	Tools and Equipment Required for Assessment	☒ Same as for training ☐ Yes ☐ 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.	Latest Skill Gap Study (not older than 2 years) (Yes/No): No
2.	Latest Market Research Reports or any other source (not older than 2 years) (Yes/No): No
3.	Government /Industry initiatives/ requirement (Yes/No): Yes
4.	Number of Industry validations provided: 21
5.	Estimated nos. of persons to be trained and employed: 100
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: No If "No", why:

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>	<i>Attached</i>
2.	Annexure: List of tools and equipment relevant for qualification <i>(Mandatory, except in case of online course)</i>	<i>Attached</i>
3.	Annexure: Detailed Assessment Criteria <i>(Mandatory)</i>	<i>Attached</i>
4.	Annexure: Assessment Strategy <i>(Mandatory)</i>	<i>Attached</i>
5.	Annexure: Blended Learning <i>(Mandatory, in case selected Mode of delivery is "Blended Learning")</i>	<i>Attached</i>
6.	Annexure: Multiple Entry-Exit Details <i>(Mandatory, in case qualification has multiple Entry-Exit)</i>	<i>Attached</i>
7.	Annexure: Acronym and Glossary <i>(Optional)</i>	<i>Attached</i>
8.	Supporting Document: Model Curriculum <i>(Mandatory – Public view)</i>	<i>Attached</i>
9.	Supporting Document: Career Progression <i>(Mandatory - Public view)</i>	<i>Attached</i>
10.	Supporting Document: Occupational Map <i>(Mandatory)</i>	<i>Attached</i>
11.	Supporting Document: Assessment SOP <i>(Mandatory)</i>	<i>Attached</i>
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	Fundamental knowledge - Knowledge of how to check connections and fittings of the canopy and identify faulty or damaged equipment. - assist the ground crew chief/equipment-in-charge in performing a visual inspection of all components of the wing. - assist the ground crew chief/equipment-in-charge to check all the connections and fittings before a flight. - Use two-way radios and follow essential communication terms/signals to coordinate with the ground crew chief/equipment-in-charge, when needed. - Knowledge of SOPs, safety and service quality standards followed in the organization. - Process of equipment and service record logbook maintenance.	- Has knowledge of all components of the wing such as panels, ribs, structural diagonals and straps, plastic rod sleeves, tabs, lines, splices, risers, seams, etc. - Must assist the ground crew chief/equipment-in-charge to check all the connections and fittings before a flight. - The use of safety equipment in paragliding/paramotoring/paratrike like harness, helmet, personal flotation devices (PFD) if operating near a waterbody. - Hence Level 2	2
Professional and Technical Skills/ Expertise/ Professional Knowledge	Limited finite skills - Ensure to keep the operational area protected, safe and hazard free and inform the ground crew chief/equipment-in-charge about any turbulence sources or hazards observed. - The use of safety equipment in paragliding/paramotoring/paratrike like harness, helmet, personal flotation devices (PFD) if operating near a waterbody.	- Ground Staff (Paratrike, Paramotoring, Paragliding) need to be aware of organizational policies and procedures to enable safe response to an emergency situation according to one's own work role and level of responsibility. - Contingency management techniques. - Use of safety equipment, rescue techniques and basic first-aid methods. - Ground staff should apply core skills to escalate unresolved problems or complaints to the relevant senior.	2

	- Exhibit trust, support and respect to all colleagues and superiors. - Respond positively to the feedback and seek assistance from colleagues/superiors when required - Ensure minimum response time to guests for any messages/feedback - Ensure to keep the operational area protected, safe and hazard free and inform the ground crew chief/equipment-in charge about any turbulence sources or hazards observed - Engage with guests without intruding on their privacy - Ensure that waste is disposed of as per prescribed standards for waste disposal	- Ensure to follow the prescribed emergency action plan and have all emergency equipment at hand in case of an emergency. - Hence Level 2	
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	Employment readiness - Communicate effectively using appropriate language - Behave politely and appropriately with all - Perform basic calculations - Solve problems effectively - Be careful and attentive at work - Use time effectively - Maintain hygiene and sanitation to avoid infection	A Ground Staff (Paratrike, Paramotoring, Paragliding) should have good oral and written communication skills, Intermediate literacy and numeracy skills, basic self-employment/ entrepreneurial Mind-set, etc.	2
Broad Learning Outcomes/Core Skill	Carry out the Predefined tasks - Access daily work instructions and activity schedule from the Paragliding/ Paramotoring/ Paratrike ground crew chief/equipment-in-charge/ organizer. - Work is routine in nature and involves practice.	- The Ground Staff (Paratrike, Paramotoring, Paragliding) are responsible for completing all pre and post flight ground duties of the concerned aero activity. This includes equipment clean up, assembling and repair work under close supervision of the ground crew chief/equipment in charge. - Hence Level 2	2

Responsibility	Assistant - Access daily work instructions and activity schedule from the Paragliding/ Paramotoring/ Paratrike ground crew chief/equipment-in-charge/organizer. - Ensure to have the radio communication devices ready before/during/after the flight and follow instructions from the ground crew chief/ tandem pilot	- Know about material, tools and applications in a limited context, understands context of work and quality. - Hence Level 2	2
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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.	Harnesses	Adjustable webbing with load-bearing buckles	1
2.	Helmets	Lightweight, impact-resistant shell with chin strap.	1
3.	Two-way radios	Handheld device with VHF/UHF frequency support.	1
4.	Action cameras	Wide-angle, high-resolution, mountable unit	1
5.	Personal flotation devices (PFD)	Buoyant jacket with multi-strap fastening.	1
6.	Canopy wing	Ripstop fabric with aerodynamic contouring	As per requirement
7.	Panels	Reinforced stitched fabric sections.	As per requirement
8.	Ribs	Vertical fabric partitions shaping airflow.	As per requirement
9.	Structural diagonals and straps	High-tensile webbing for load distribution.	As per requirement
10.	Plastic rod sleeves	Flexible housings for canopy rods	As per requirement
11.	Tabs	Reinforced loops for line attachment.	As per requirement
12.	Lines	Braided, high-strength, low-stretch cords.	As per requirement
13.	Splices	Heat-treated, reinforced rope joints.	As per requirement
14.	Risers	Heavy-duty webbing connectors with link hardware.	As per requirement
15.	Equipment logbooks	Standardized bound records with entry grids.	1
16.	Seams	Double-stitched, reinforced joining lines.	As per requirement
17.	Activity documents	Preformatted sheets with structured fields.	As per requirement
18.	Writing tools	Waterproof pens and pencils.	1
19.	Outdoor environment	Terrain-specific natural operational zones.	1
20.	Physical Safety Equipment	Certified load-tested protective gear.	As per requirement
21.	Personal Protective Equipment	Standardized gear ensuring individual safety.	As per requirement
22.	Fire Safety Equipment	Approved extinguishers and detection devices	1
23.	First Aid Equipment	Portable kits with essential medical stock	As per requirement
24.	Waste Bins	Durable, sealable, high-capacity containers.	1

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Flip Chart
2. Duster
3. Projector
4. Projector screen
5. Computer/ Laptop with charger
6. Power Point Presentation
7. Laptop External Speakers
8. Training kit (Trainer guide, Presentations)
9. Participant Handbook and Related Standard Operating Procedures
10. Markers
11. Chalk

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	Multichannel Educational Institute Private Limited	Zubair Ahmad Gadda	Director	Khaliqa town Square Mall, Hospital Road, Ganderbal, Jammu & Kashmir, India 191201	9419257715/8713000062	director@meinstitute.org directoradm@meinstitute.org chairman@meinstitute.org	-
2.	Parveen Travels Private Limited	A.Afzal	Managing Director	148 Perambur Barracks Road Purusawalkam Chennai 600007	9840041999	Afzal@parveentravels.com	-
3.	Tajra Ventures Private Limited	Shehreyar Majeed	Director	Block-Z-23, Dayal Sir Colony, Uttam Nagar, New Delhi-110059,delhi	7006306075	info@tarjirventures.com	
4.	Adventures	Sudesh Negi	Owner	Champavat	9012443372	sudeshnegi732@gmail.com	

5.	The Glide Inn	Arun Rawat	CEO	Vill Seri, Junga Road, Shimla 173216 India	9779885135	info@theglideinn.com	
6.	Wildlife Adventure	Vikram Singh Negi	Mountain Guide	8/222, Resettlement Colony, Block 8, Kalyan Puri, Delhi, 110091	8433105830	vikramnegi97@gmail.com	
7.	Dev Bhoomi Hospitality	Devender	Proprietor	Mahananda Complex, Tapovan, Rishikesh	9811117198	DEVBHOOIHOSPITALITY@gmail.com	
8.	Voyage En Himalaya		Proprietor	Dadgalya, Kalika, Ranikhet, Uttarakhand	98971717142	Service@VoyageenHimalaya.com	
9.	Acorn International	Mr. Anup	Owner	Badrinath Road, opposite Balaknath Temple, Tapovan, Rishikesh, Uttarakhand 249192	9999877312	anup@acorninternational.in	
10.	Green Escape safaris & Tours,	Mohan Chandar Joshi	Founder	1 st Floor, Siddheshwar market, Ramnagar, Nainital, Uttarakhand- 244715	6260384796	greenescapeuttarakhand@gmail.com	
11.	Real Adventure	Meenakshi Rawat	Owner	Uttarakhand	992784985	Rawatmeenakshi756@gmail.com	
12.	Red Chilli adventure	Vipin Sharma	Managing Director	Red Chilli Adventure Sports Lakshman Jhula Road, Tapovan, Rishikesh, Uttarakhand, Pin: 249192, India.	9412058021	info@redchilliadventure.com	
13.	Gaurav Travel Solutions	Himanshu Tiruh	Founder Director	Corbett National Park	7906232011	Gauravtravelsolutions@gmail.com	

14.	ATOAI (Adventure Tour Operators Association of India)	Nirat Bhatt	Hon Treasurer-ATOAI	F-190,Ground Floor, Opp.hanuman Mandir, Lado Sarai, New Delhi-110030	9909904442	nirat@ClimbingWorld.com	
15.	Bayberry Adventures LLP	Wg Cdr Sudhir Kutty	Co-Founder & Director	2/25.Kalkaji Extension, New Delhi-110019	9818233988	bayberryadventure@gmail.com	
16.	Offbeat travel and events Pvt.Ltd.	Mayank Ghildiyal	Director	Flat 8 D, Victoria Tower, Raisina Residency, Sector-59, Gurgaon, Haryana, (National Capital Region of Delhi) India, 120011,	9759111305	offbeattravelandevents@gmail.com	
17.	Bohemian Adventures LLP	Guneet puri	Designated partner	50/1, Vasant Vihar, Dehradun-248001, Uttarakhand	9412088336	guneet@bohemiandventures.com	
18.	Orient Express Pvt.Ltd	Mr Nitin Verma	Assistant Manager	70, Janpath, New Delhi	+91 9654 172900	travel@orientexpressltd.com	
19.	Route on Wheels	Vivek Rauthan	Managing Director	B-69, Kumhar Gali, Mayapuri, Ajabpur Kalan, Dehradun, Uttarakhand	9899175374	routeonwheels@gmail.com	
20.	Nature Connect	AJAY KANDARI	Director	369, Indira Nagar Dehradun -248001 Uttarakhand	7055800041	ajay@natureconnect.in	
21	Three-point adventure Agency	Yashwant Singh Panwar	Owner	Ward No. 3 Gyansu Uttarkashi, Uttarakhand, India, PIN 249193	9456325820	3pointadventure.uki@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
2024-25	100	80	0	0	0	0
2025-26	100	80	0	0	0	0
2026-27	100	80	0	0	0	0

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
2.0	2023-24	0	0	0	0	0	0	0	0	0	0	0	0

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. None

Content availability for previous versions of qualifications: No

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

Languages in which Content is available: None

Annexure: Blended Learning

Blended Learning Estimated Ratio & Recommended Tools:**Refer NCVET “Guidelines for Blended Learning for Vocational Education, Training & Skilling” available on:**

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	• Books/ e-books • Presentations • Reference Material • Audio / Video Modules	50:50
2	☐ Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners	• Self-Learning Videos • Broadcasts • Mobile Learning • Curated Digital content	50:50
3	☐ Showing Practical Demonstrations to the learners	• Video Content • E-Resource library • AR/ VR/ XR	80:20
4	☐ Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training	• Training tools (tools list attached) • Video Play • Presentations	80:20
5	☐ Tutorials/ Assignments/ Drill/ Practice	• Online Question Bank • Mobile Quick Test App • MCQ based tests	50:50
6	☐ Proctored Monitoring/ Assessment/ Evaluation/ Examinations	• Assessment engine for Essays • Up-loadable file examinations • Mock test sessions	50:50
7	☐ On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training	• Online tests • Offline assessments	80:20

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
THC/N9014: Prepare for the Paragliding/Paramotoring/Paratrike Flight as Ground Staff	<i>Complete pre-flight requirements</i>	16	16	0	0
	PC1. access daily work instructions and activity schedule from the Paragliding/ Paramotoring/ Paratrike ground crew chief/equipment-in-charge/organizer.	2	2	0	0
	PC2. assist the ground crew chief/equipment-in- charge in performing a visual inspection of all components of the wing such as panels, ribs, structural diagonals and straps, plastic rod sleeves, tabs, lines, splices, risers, seams, etc.	2	2	0	0
	PC3. ensure to check the condition and numbers of all personal protective equipment like harness, carabiners and helmets carefully and have them ready before the students/clients arrive for the activity.	2	2	0	0
	PC4. ensure to maintain a service record and log of any damaged equipment and hand over daily records to ground crew chief/equipment-in-charge/ organizer.	2	2	0	0
	PC5. assist the ground crew chief/equipment-in- charge to check all the connections and fittings before a flight.	2	2	0	0
	PC6. use two-way radios and follow essential communication terms/signals to coordinate with the ground crew chief/equipment-in-charge, when needed.	2	2	0	0
	PC7. assist the Tandem Pilot in queuing and anchoring the students/clients based on their weight and weather conditions.	2	2	0	0
	PC8. document photos and videos of the activity on action cameras provided by the company.	2	2	0	0
	<i>Manage persons with disabilities</i>	2	2	0	0
	PC9. offer help to people with disability, when asked for.	1	1	0	0
	PC10. empathize with and respect people with disabilities	1	1	0	0
	Total Marks	18	18	0	0
	<i>Pack up equipment and submit activity report</i>	9	7	0	0
THC/N9015: Complete Post Flight Requirements as Ground Staff	PC1. ensure to check the condition of all equipment after the activity.	1	1	0	0
	PC2. ensure to carefully fold and pack parachute/canopy as well as other equipment and return to the equipment-in-charge/groundcrew chief.	2	1	0	0
	PC3. maintain a record of the total duration the canopy and equipment were used for.	2	1	0	0
	PC4. record loss or damaged equipment in the logbook and submit it to the equipment-in- charge/ground crew chief.	2	2	0	0
	PC5. ensure to collect written performance feedback from the equipment-in-charge/groundcrew chief/organizer daily.	2	2	0	0
	Total Marks	9	7	0	0

THC/N9016: Assess and Mitigate Risks as Ground Staff	<i>Support in taking safety measures and responding to emergency situations</i>	16	16	0	0
	PC1. ensure to keep the operational area protected, safe and hazard free and inform the ground crew chief/equipment-in-charge about any turbulence sources or hazards observed.	2	2	0	0
	PC2. ensure to keep the students/clients under observation and away from the operations area.	2	2	0	0
	PC3. ensure that Personal Floatation Devices (PFD) are attached to the flying equipment when operating near water.	3	3	0	0
	PC4. ensure that first-aid kits, stretchers (spinal board) are easily accessible on the site and provide basic first aid/CPR, if required.	2	2	0	0
	PC5. ensure to follow the prescribed emergency action plan and have all emergency equipment at hand in case of an emergency.	2	2	0	0
	PC6. ensure to have the radio communication devices ready before/during/after the flight and follow instructions from the ground crew chief/tandem pilot.	3	3	0	0
	PC7. maintain calm and be composed in emergency situations.	2	2	0	0
	<i>Disaster management</i>	5	2	0	0
	PC8. assist the ground crew chief/equipment-in-charge with establishing communication and coordinating with the tandem pilot/organizer and all third-party vendors to provide land and air rescue, in case of an emergency.	3	1	0	0
	PC9. support in evacuating students/clients from the danger zone and provide shelter till rescue arrives, in case of disasters.	2	1	0	0
Total Marks		21	18	0	0
THC/N9913: Communicate with Customers and Colleagues	<i>Interacting with superiors and colleagues</i>	13	8	0	0
	PC1. exhibit trust, support and respect to all colleagues and superiors	2	2	0	0
	PC2. escalate unresolved problems or complaints to the relevant senior	2	2	0	0
	PC3. respond positively to the feedback and seek assistance from colleagues/superiors when required	3	2	0	0
	PC4. maintain etiquette with colleagues and superiors	3	1	0	0
	PC5. identify potential and existing conflicts with colleagues and resolve them	3	1	0	0
	<i>Communicating effectively with guests</i>	21	31	0	0
	PC6. brief guests clearly and in a polite, professional and friendly manner	2	2	0	0
	PC7. build effective and impersonal relationships with the guests	2	2	0	0
	PC8. use appropriate language and tone with guests	2	2	0	0
	PC9. listen actively in a two-way communication	2	2	0	0
	PC10. identify guest's expectations correctly and provide appropriate solutions	2	2	0	0
	PC11. Identify reasons for guest's dissatisfaction and address their complaints effectively	2	3	0	0
	PC12. maintain proper body language, dress code, gestures and etiquette while interacting with guests	2	3	0	0
	PC13. ensure guests are not subjected to any negative questions and statements	2	3	0	0

	PC14. inform the guests on any issues or problems beforehand and also on the developments involving Them	2	3	0	0
	PC15. ensure minimum response time to guests for any messages/feedback	1	3	0	0
	PC16. seek regular feedback from guests on current service, complaints, and improvements to be made, etc.	1	3	0	0
	PC17. engage with guests without intruding on their privacy	1	3	0	0
	Total Marks	34	39	0	0
THC/N9914: Follow Gender and Age Sensitive Practices	<i>Providing different age and gender specific customer service</i>	7	3	0	0
	PC1. provide appropriate service keeping in mind their unique needs and diverse cultural backgrounds	2	1	0	0
	PC2. make arrangement to cater for varied age group	2	1	0	0
	PC3. conduct activities so as to involve guests across all age groups and genders	3	1	0	0
	Total Marks	7	3	0	0
THC/N9915: Maintain Safe, Healthy and Hygienic Practices	<i>Following standard safety procedures to avoid work hazards</i>	10	2	0	0
	PC1. assess the various hazards in the work areas and take necessary steps to eliminate or minimize them	1	0	0	0
	PC2. follow organizational safety procedures	0.5	0	0	0
	PC3. ensure guests have access to first aid kit when needed	0.5	0	0	0
	PC4. implement correct emergency procedures	1	0	0	0
	PC5. read the manufacturer's manual carefully before using any equipment	0.5	0	0	0
	PC6. use health and safety practices for storing, cleaning, and maintaining tools, equipment, and supplies	1	0	0	0
	PC7. practice ergonomic lifting, bending, or moving equipment and supplies	1	0	0	0
	PC8. display safety signs at places where necessary	0.5	0	0	0
	PC9. comply with the established safety procedures of the workplace	1	0	0	0
	PC10. report to the supervisor on any problems and hazards identified	1	0	0	0
	PC11. use physical safety equipment/personal protective equipment and clothing, wash hands etc.	1	0	0	0
	PC12. use fire safety equipment such as fire extinguisher, fire blanket, fire hose, etc.	0	1	0	0
	PC13. use first aid equipment such as Automated External Defibrillator (AED) at emergency meeting points	0	1	0	0
	PC14. follow hazard symbols such as general warning, health hazard, biohazard, harmful irritant, poison/toxic material, carcinogen hazard, explosive hazard, electrical hazard, hot surface, low temperature warning symbol etc.	1	0	0	0
	<i>Ensuring cleanliness around workplace</i>	7	4	0	0
	PC15. keep the surroundings clean and clear of food waste or other litter	2	1	0	0
	PC16. ensure that waste is disposed of as per prescribed standards for waste disposal	2	1	0	0
	PC17. maintain cleanliness records	1	1	0	0

	PC18. ensure safe and clean handling of accommodation, public areas etc.	2	1	0	0
	<i>Following personal hygiene practices</i>	7	4	0	0
	PC19. clean hands on a regular basis using soap, sanitizers and other accepted industry and government norms to run adventure operations	2	1	0	0
	PC20. clean cups, glasses or another cutlery before and after using them	2	1	0	0
	PC21. maintain personal hygiene by taking daily baths, using clean clothing, footwear, head gear, trimming nails, etc.	2	1	0	0
	PC22. maintain dental hygiene in terms of brushing teeth every day, avoiding smoke at workplace, etc.	1	1	0	0
	<i>Taking precautionary health measures</i>	8	6	0	0
	PC23. report personal health issues related to injury and infectious diseases	1	1	0	0
	PC24. ensure not to go to work if unwell, to avoid the risk of spreading infection to other people	1	1	0	0
	PC25. cover the mouth with elbow/handkerchief and/or turn away from people while sneezing or coughing	1	1	0	0
	PC26. coordinate for the provision of adequate clean drinking water	2	1	0	0
	PC27. ensure regular vaccinations to avoid transmission of diseases	1	1	0	0
	PC28. undergo preventive health check-ups at regular intervals and take prompt treatment from the doctor in case of illness	2	1	0	0
	Total Marks	32	16	0	0
THC/N9916: Follow and Maintain Green Practices	<i>Following material conservation practices</i>	7	4	0	0
	PC1. identify ways to optimize usage of material including water in various tasks/activities	2	1	0	0
	PC2. check for spills/leakages, plug them and escalate to appropriate authority if unable to rectify	3	2	0	0
	PC3. ensure electrical equipment and appliances are switched off when not in use	2	1	0	0
	<i>Ensuring effective waste management/recycling practices</i>	13	5	0	0
	PC4. identify recyclable and non-recyclable, and hazardous waste generated	3	1	0	0
	PC5. dispose non-recyclable waste appropriately	5	2	0	0
	PC6. follow processes specified for disposal of hazardous waste	2	1	0	0
	PC7. ensure reuse and recycling of waste wherever applicable	3	1	0	0
	<i>Ensuring use of eco-friendly practices</i>	8	2	0	0
	PC8. identify materials which can be replaced by environment friendly substitutes	4	1	0	0
	PC9. follow SOPs to conserve and re-use water	4	1	0	0
	Total Marks	28	11	0	0
DGT/VSQ/N0101 - Employability Skills (30 hours)	<i>Introduction to Employability Skills</i>	1	1	0	0
	PC1. understand the significance of employability skills in meeting the job requirements	1	1	0	0
	<i>Constitutional values – Citizenship</i>	1	1	0	0

	PC2. identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices	1	1	0	0
	<i>Becoming a Professional in the 21st Century</i>	1	3	0	0
	PC3. explain 21st Century Skills such as Self- Awareness, Behavior Skills, Positive attitude, self-motivation, problem-solving, creative thinking, time management, social and cultural awareness, emotional awareness, continuous learning mindset etc.	1	3	0	0
	<i>Basic English Skills</i>	2	3	0	0
	PC4. speak with others using some basic English phrases or sentences	2	3	0	0
	<i>Communication Skills</i>	1	1	0	0
	PC5. follow good manners while communicating with others	1	0	0	0
	PC6. work with others in a team	0	1	0	0
	<i>Diversity & Inclusion</i>	1	1	0	0
	PC7. communicate and behave appropriately with all genders and PwD	1	0	0	0
	PC8. report any issues related to sexual harassment	0	1	0	0
	<i>Financial and Legal Literacy</i>	3	4	0	0
	PC9. use various financial products and services safely and securely	1	1	0	0
	PC10. calculate income, expenses, savings etc.	1	2	0	0
	PC11. approach the concerned authorities for any exploitation as per legal rights and laws	1	1	0	0
	<i>Essential Digital Skills</i>	4	6	0	0
	PC12. operate digital devices and use its features and applications securely and safely	2	3	0	0
	PC13. use internet and social media platforms securely and safely	2	3	0	0
	<i>Entrepreneurship</i>	3	5	0	0
	PC14. identify and assess opportunities for potential business	1	2	0	0
	PC15. identify sources for arranging money and associated financial and legal challenges	2	3	0	0
	<i>Customer Service</i>	2	2	0	0
	PC16. identify different types of customers	1	0	0	0
	PC17. identify customer needs and address them appropriately	1	1	0	0
	PC18. follow appropriate hygiene and grooming standards	0	1	0	0
	<i>Getting ready for apprenticeship & Jobs</i>	1	3	0	0
	PC19. create a basic biodata	0	1	0	0
	PC20. search for suitable jobs and apply	0	1	0	0
	PC21. identify and register apprenticeship opportunities as per requirement	1	1	0	0
	Total Marks	20	30	0	0
	Grand Total	169	142	0	0

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.

<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 Ground Staff (Paratrike, Paramotoring, Paragliding)) will be assessed separately.
2. The candidate must score 50% 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
SOP	Standard Operating Procedure
AED	Automated External Defibrillator
AMS	Acute Mountain Sickness
HACE	High Altitude Cerebral Edema

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.