



## QUALIFICATION FILE

### Kitchen Stewarding Shift Incharge

☒ 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: 3.5

Submitted By:

Tourism and Hospitality Skill Council

#1216-1220, 12th 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.	<b>Qualification Name</b>	Kitchen Stewarding Shift Incharge																	
2.	<b>Sector/s</b>	Tourism and Hospitality																	
3.	<b>Type of Qualification:</b> <input type="checkbox"/> New <input checked="" type="checkbox"/> Revised <input type="checkbox"/> <b>Has Electives/Options</b> <input type="checkbox"/> OEM	<b>NQR Code &amp; version of existing/previous qualification:</b> <i>(change to previous, once approved)</i> 2021/TH/THSC/04428 & v1.0	<b>Qualification Name of existing/previous version:</b> Kitchen Stewarding Shift Incharge																
4.	<b>a. OEM Name</b> <b>b. Qualification Name</b> <i>(Wherever applicable)</i>																		
5.	<b>National Qualification Register (NQR) Code &amp;Version</b> <i>(Will be issued after NSQC approval)</i>	QG-3.5-TH-02000-2024-V1-THSC	6. <b>NCrF/NSQF Level:</b> 3.5																
7.	<b>Award (Certificate/Diploma/Advance Diploma/ Any Other)</b> <i>(Wherever applicable specify multiple entry/exits also &amp; provide details in annexure)</i>	Certificate																	
8.	<b>Brief Description of the Qualification</b>	The individual at work operates roadside eatery by creating the necessary infrastructure, arranging resources, and managing inventory, finances, staff and operations.																	
9.	<b>Eligibility Criteria for Entry for Student/Trainee/Learner/Employee</b>	<b>a. Entry Qualification &amp; Relevant Experience:</b> <table border="1" style="width: 100%;"> <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>11th Grade pass or equivalent</td> <td>1.5 year relevant experience</td> </tr> <tr> <td>2.</td> <td>Grade 10 pass</td> <td>2-year relevant experience</td> </tr> <tr> <td>3.</td> <td>Previous relevant Qualification of NSQF Level 3</td> <td>1.5 -year relevant experience</td> </tr> <tr> <td>4</td> <td>10th grade pass and continuous education</td> <td>-</td> </tr> </tbody> </table> <b>b. Age – 17 years</b>			S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)	1.	11th Grade pass or equivalent	1.5 year relevant experience	2.	Grade 10 pass	2-year relevant experience	3.	Previous relevant Qualification of NSQF Level 3	1.5 -year relevant experience	4	10th grade pass and continuous education	-
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4	10th grade pass and continuous education	-																	
10.	<b>Credits Assigned to this Qualification, Subject to Assessment</b> <i>(as per National Credit Framework (NCrF))</i>	14	11. <b>Common Cost Norm Category (I/II/III)</b> <i>(wherever applicable):</i> I																

12.	<b>Any Licensing requirements for Undertaking Training on This Qualification</b> <i>(wherever applicable)</i>	NA																		
13.	<b>Training Duration by Modes of Training Delivery</b> <i>(Specify Total Duration as per selected training delivery modes and as per requirement of the qualification)</i>	<input type="checkbox"/> Offline <input type="checkbox"/> Online <input checked="" type="checkbox"/> Blended <table border="1"> <thead> <tr> <th>Training Delivery Modes</th> <th>Theory (Hours)</th> <th>Practical (Hours)</th> <th>OJT Mandatory (Hours)</th> <th>Total (Hours)</th> </tr> </thead> <tbody> <tr> <td>Classroom (offline)</td> <td></td> <td>196.00</td> <td>60.00</td> <td>256.00</td> </tr> <tr> <td>Online</td> <td>164.00</td> <td></td> <td></td> <td>164.00</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)		196.00	60.00	256.00	Online	164.00			164.00
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Classroom (offline)		196.00	60.00	256.00																
Online	164.00			164.00																
14.	<b>Aligned to NCO/ISCO Code/s</b> <i>(if no code is available mention the same)</i>	NCO-2015/5120.0500																		
15.	<b>Progression path after attaining the qualification</b> <i>(Please show Professional and Academic progression)</i>	Commis																		
16.	<b>Other Indian languages in which the Qualification &amp; Model Curriculum are being submitted</b>	Hindi																		
17.	<b>Is similar Qualification(s) available on NQR-if yes, justification for this qualification</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No URLs of similar Qualifications:																		
18.	<b>Is the Job Role Amenable to Persons with Disability</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", specify applicable type of Disability:																		
19.	<b>How Participation of Women will be Encouraged</b>	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.	<b>Are Greening/ Environment Sustainability Aspects Covered</b> <i>(Specify the NOS/Module which covers it)</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No THC/N9906.Follow Health, Hygiene and Safety practices																		
21.	<b>Is Qualification Suitable to be Offered in Schools/Colleges</b>	Schools <input type="checkbox"/> Yes <input type="checkbox"/> No Colleges <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																		
22.	<b>Name and Contact Details of Submitting / Awarding Body SPOC</b> <i>(In case of CS or MS, provide details of both Lead AB &amp; Supporting ABs)</i>	<b>Name:</b> Dr. Sunita Badhwar <b>Email:</b> sunita.badhwar@thsc.in <b>Contact No.:</b> 011-41608056/8057 Ext.1102 <b>Website:</b> <a href="http://www.thsc.in">www.thsc.in</a>																		
23.	<b>Final Approval Date by NSQC:</b> 31/01/2024	<b>24. Validity Duration:</b> 3 years		<b>25. Next Review Date</b> 31/01/2027																

## 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.	Manage Kitchen Stewarding Operations	THC/N0418 & v3.0	Core	3.5	9	95	115	60	0	270	80	80	0	40	200	35
2.	Communicate Effectively and Maintain Service Standards	THC/N9901 & v2.0	Non-Core	3.5	1	15	15	0	0	30	40	40	0	20	100	20
3.	Maintain Organisational Confidentiality and Respect Customers' Privacy	THC/N9903 & v2.0	Non-Core	3.5	1	15	15	0	0	30	10	10	0	5	25	20
4.	Follow Health, Hygiene and Safety practices	THC/N9906 & v2.0	Non-Core	3.5	1	15	15	0	0	30	25	35	0	15	75	15
5.	Employability Skills (60 Hours)	DGT/VSQ/ N0102 & v1.0	Non-Core	4	2	24	36	0	0	60	20	30	0	0	50	10
<b>Duration (in Hours) / Total Marks</b>					<b>14</b>	<b>164</b>	<b>196</b>	<b>60</b>	<b>0</b>	<b>420</b>	<b>175</b>	<b>195</b>	<b>0</b>	<b>80</b>	<b>450</b>	<b>100</b>

**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:   %** (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.	<b>Trainer's Qualification and experience in the relevant sector (in years)</b> (as per NCVET guidelines)	Diploma / Degree / Postgraduate in Hotel/ Hospitality / QSR with 5 years' experience in the industry and 1 year as a trainer
2.	<b>Master Trainer's Qualification and experience in the relevant sector (in years)</b> (as per NCVET guidelines)	NA
3.	<b>Tools and Equipment Required for Training</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No   (If "Yes", details to be provided in Annexure)
4.	<b>In Case of Revised Qualification, Details of Any Upskilling Required for Trainer</b>	NA

**Section 4: Assessment Related**

1.	<b>Assessor's Qualification and experience in relevant sector (in years)</b> (as per NCVET guidelines)	Diploma / Degree / Postgraduate in Hotel/ Hospitality / QSR with 5 years' experience in the industry
2.	<b>Proctor's Qualification and experience in relevant sector (in years)</b> (as per NCVET guidelines)	NA
3.	<b>Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years)</b> (as per NCVET guidelines)	NA
4.	<b>Assessment Mode</b> (Specify the assessment mode)	Blended
5.	<b>Tools and Equipment Required for Assessment</b>	<input checked="" type="checkbox"/> Same as for training <input type="checkbox"/> Yes <input type="checkbox"/> No (details to be provided in Annexure-if it is different for Assessment)

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

Provide Annexure/Supporting documents name.

1.	<b>Latest Skill Gap Study (not older than 2 years) (Yes/No):</b> No
2.	<b>Latest Market Research Reports or any other source (not older than 2 years) (Yes/No):</b> No
3.	<b>Government /Industry initiatives/ requirement (Yes/No):</b> Yes
4.	<b>Number of Industry validation provided:</b> 21
5.	<b>Estimated nos. of persons to be trained and employed:</b> NA
6.	<b>Evidence of Concurrence/Consultation with Line Ministry/State Departments:</b> No If "No", why:

## Section 6: Annexure &amp; Supporting Documents Check List

Specify Annexure Name / Supporting document file name

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

## Annexure: Evidence of Level

NCrF/NSQF Level Descriptors	Key requirements of the job role/ outcome of the qualification	How the job role/ outcomes relate to the NCrF/NSQF level descriptor	NCrF/NSQF Level
<b>Professional Theoretical Knowledge/Process</b>	<b>Specialized knowledge</b> <ul style="list-style-type: none"> <li>Occupational health and safety requirements are applicable in the workplace</li> <li>Methods of record keeping</li> <li>Effective leadership and team management techniques</li> <li>Procedure to prepare work schedules and duty roasters</li> <li>Effective de-briefing methods</li> <li>Strategies to manage staff attendance problems</li> <li>Team performance monitoring methods</li> <li>Stock optimization methods</li> <li>Inventory management procedures</li> <li>Training need analysis techniques</li> <li>Policy implementation procedure</li> <li>Types and use of cleaning agents</li> <li>Various types of cleaning equipment</li> <li>Inspection procedures for kitchen equipment and appliances</li> <li>Methods to clean and polish glassware and silverware</li> <li>Procedure and sequence of washing kitchen tools, equipment, and appliances</li> <li>Procedure to clean and sanitize the kitchen</li> <li>Types of storage areas in the kitchen</li> <li>Types of waste and their characteristics</li> <li>Methods of waste segregation and disposal</li> <li>Storage procedure for cleaned kitchen ware</li> <li>Organizational policies on behavioural etiquette and professionalism</li> <li>Organizational policies on gender sensitive service practices at workplace</li> <li>Organizational reporting and hierarchy structure</li> </ul>	<ul style="list-style-type: none"> <li>A Kitchen Stewarding Supervisor should be well acquainted with the principles, processes and general concepts of the kitchen stewarding like SOP, de-briefing methods, etc.</li> <li>Hence Level 3.5</li> </ul>	3.5



	<ul style="list-style-type: none"> <li>• Documentation policy and procedures of the organization</li> <li>• Service quality standards as per organizational policies</li> <li>• Complaint handling policy and procedures</li> <li>• SOP on personal hygiene</li> <li>• Procedure of giving and receiving feedback positively</li> <li>• Specific requirements of different age-groups of guests</li> <li>• Age and gender specific etiquette</li> <li>• Organizational policy with regards to Persons with disability</li> <li>• Significance of professional etiquette and behaviour</li> <li>• Basics of IPR Laws, Trademark Laws, Patent Laws, etc. in the country, and penalties associated with them</li> <li>• Organisation's policies on intellectual property rights and confidential information</li> <li>• Organisation's product, service or design patents</li> <li>• How Intellectual property protection is important for competitiveness of an organisation</li> <li>• Guidelines for crafting effective SOPs regarding IPR</li> <li>• Procedure for disposal of confidential documents</li> <li>• Confidential data protection methods</li> <li>• Organizational policies on safety procedures at workplace</li> <li>• Procedure to maintain cleanliness standards at workplace</li> <li>• Compliance norms for established health and hygiene procedures at workplace</li> <li>• Importance of preventive health check-up and healthy living</li> <li>• Purpose and usage of PPE such as gloves, protective goggles, masks, etc.</li> <li>• Basic first aid procedures</li> <li>• Methods to minimize accidental risks</li> </ul>		
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	<ul style="list-style-type: none"> <li>• The significance of safe handling of chemicals, acids, etc. for cleaning</li> <li>• Instructions for operating and handling equipment as per standard</li> <li>• Emergency procedures to be followed in case of a mishappening such as fire accidents, etc.</li> </ul>		
<b>Professional and Technical Skills/ Expertise/ Professional Knowledge</b>	<b>Specialized skills</b> <ul style="list-style-type: none"> <li>• Fill-in checklists and logs</li> <li>• Prepare relevant reports and records</li> <li>• Communicate effectively and accurately with the kitchen stewards to provide work instructions</li> <li>• Manage time effectively and efficiently</li> <li>• Assess the competence level of stewards</li> <li>• Handle problems arising among kitchen stewards</li> <li>• Motivate self and colleagues to work effectively</li> <li>• Read and follow IPR and related information documents</li> <li>• Manage communication regarding IPR infringement, prevention, and management</li> <li>• Identify measures that can prevent potential infringements within the team</li> <li>• Evaluate organisation policies and procedures and assess its robustness to prevent IPR infringements</li> <li>• Analyse the impact of IPR infringement on the guests and the organization</li> <li>• Prioritize tasks to ensure smooth functioning of the organization</li> <li>• write reports and business correspondence</li> <li>• communicate effectively and cordially with guests and respond to their queries/requests</li> <li>• Read job sheets, organization policy documents, information displayed at the workplace</li> </ul>	<ul style="list-style-type: none"> <li>• A Kitchen Stewarding Supervisor applies understanding of social, and communication along with organization skills to deal with the staff.</li> <li>• Hence Level 3.5</li> </ul>	3.5

	<ul style="list-style-type: none"> <li>Communicate effectively with the guests</li> <li>Spot and report potential areas of disruption to work process proactively</li> <li>Analyze importance of personal hygiene</li> <li>Analyze the impact of not adhering to the health and safety procedures</li> </ul>		
<b>Employment Readiness &amp; Entrepreneurship Skills &amp; Mind-set/Professional Skill</b>	<b>Team readiness, self-entrepreneurship readiness</b> <ul style="list-style-type: none"> <li>Read and write different types of documents/instructions/correspondence</li> <li>Communicate effectively using appropriate language in formal and informal settings</li> <li>Behave politely and appropriately with all</li> <li>How to work in a virtual mode</li> <li>Perform calculations efficiently</li> <li>Solve problems effectively</li> <li>Pay attention to details</li> <li>Manage time efficiently</li> <li>Maintain hygiene and sanitization to avoid infection</li> </ul>	<ul style="list-style-type: none"> <li>A Kitchen Stewarding Shift Incharge should have good oral and written communication skills, advanced literacy and numeracy skills, organisation and time management skills, good understanding of social, political and work environment, etc.</li> </ul>	3.5
<b>Broad Learning Outcomes/Core Skill</b>	<b>Specialized/ complex jobs/tasks</b> <ul style="list-style-type: none"> <li>Manage kitchen stewarding operations</li> <li>Ensure effective communication and service standards at workplace</li> <li>Ensure to maintain organisational confidentiality and guest's privacy</li> <li>Monitor and maintain health, hygiene and safety at workplace</li> </ul>	<ul style="list-style-type: none"> <li>A Kitchen Stewarding Supervisor is responsible for managing the kitchen stewarding operations. The person requires well specialized skills to manage kitchen stewarding operations of the organization.</li> <li>Hence Level 3.5</li> </ul>	3.5
<b>Responsibility</b>	<b>Self and team responsibility – Sr. Technician or Master Technician</b> <ul style="list-style-type: none"> <li>Manage stewarding staff</li> <li>Monitor cleanliness of kitchen area and equipment</li> <li>Monitor cleanliness of storage area</li> </ul>	<ul style="list-style-type: none"> <li>Kitchen Stewarding Supervisor is responsible for managing stewarding staff, monitor cleanliness of kitchen area, storage area and equipment, Manage inventory of kitchen supplies, kitchenware, and equipment</li> <li>Hence Level 3.5</li> </ul>	3.5

	<ul style="list-style-type: none"> <li>• Manage inventory of kitchen supplies, kitchenware, and equipment</li> <li>• Promote effective communication</li> <li>• Maintain professional etiquette</li> <li>• Ensure rendering of specific services as per the guests' requirements</li> <li>• Ensure organizational confidentiality</li> <li>• Ensure guests' privacy</li> <li>• Ensure personal and workplace hygiene</li> <li>• Maintain safe and secure working environment</li> <li>• Follow effective waste management and recycling practices at workplace</li> </ul>		
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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.	Sample duty roster	Standard	1
2.	Sample formats of staff performance report	Standard	As per required
3.	Sample staff attendance record	Standard	As per required
4.	Sample feedback forms	Standard	1
5.	Cleaning agent and equipment	Standard	1
6.	Dishwasher	Standard	1
7.	Dryer	Standard	1
8.	Other cleaning equipment	Standard	1
9.	Oven	Standard	1
10.	Fryer	Standard	1
11.	Griller	Standard	1
12.	Cooking range	Standard	1
13.	Cleaning agent	Standard	1
14.	Various kitchen containers and utensils	Standard	As per required
15.	Oven	Standard	As per required
16.	Fryer	Standard	As per required
17.	Griller	Standard	As per required
18.	Freezer	Standard	As per required
19.	Cooking	Standard	As per required
20.	Knife	Standard	As per required

21.	Cleaning solutions	Standard	1
22.	Sample requisition format	Standard	1
23.	Sample purchase record	Standard	1
24.	Sample shortage record	Standard	1
25.	Sample of escalation matrix	Standard	1
26.	Organisation structure	Standard	1
27.	Handouts of IPR guidelines and regulations	Standard	1
28.	Safety glasses	Standard	1
29.	Head protection	Standard	1
30.	Rubber gloves	Standard	1
31.	Safety footwear	Standard	1
32.	Warning signs and tapes	Standard	1
33.	Fire extinguisher	Standard	1
34.	First aid kit	Standard	1
35.	Relevant Standard Operating Procedures	Standard	As per required
36.	Sample reports	Standard	1

#### Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Whiteboard
2. Flip Chart
3. Duster
4. Projector
5. Projector screen
6. Computer/ Laptop with charger
7. Power Point Presentation
8. Laptop External Speakers
9. Training kit (Trainer guide, Presentations)
10. Participant Handbook and Related Standard Operating Procedures
11. Markers
12. 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.	AGR Talent Consulting LLP	Er. BS. Tiwari	Admin & HR	D-27, Sector 51, Noida, Uttar Pradesh 201301	0120-357916, 9811259809	<a href="mailto:hr.agrtalent@gmail.com">hr.agrtalent@gmail.com</a>	-
2.	Barista Coffee Company Limited	Rajat Agrawal	CEO	Unit no 301-304, third floor, Vipul Agora Mall, MG Road, Sector-28, Gurugram, Haryana-122001	8586984639	<a href="mailto:rajat.agrawal@barista.co.in">rajat.agrawal@barista.co.in</a>	-
3.	Barbeque-nation Hospitality Limited	Amit Sharma	HR Manager	Saket Callipolis, Unit No. 601 & 602, 6 <sup>th</sup> Floor, Doddakannalli Village, Varthur Hobli, Sarjapur Road, Bengaluru-560035, Karnataka, India	7011735311	<a href="mailto:da@barbequenation.com">da@barbequenation.com</a>	-
4.	CATS Edutech	Ashwani Kumar Rattan	Director	Balaji Complex 2 <sup>nd</sup> Floor, Kirana Oli, Kamptee-441001, Dist.-Nagpur (MH) 441001, India	9823059980	<a href="mailto:ashwani@catsedutech.com">ashwani@catsedutech.com</a>	-
5.	ChefKart Hospitality Private Limited	Ameya Kannamwar	Chief Operations Officer	C-1/1, 2 <sup>nd</sup> floor Ardee City, sector 52, Gurgaon, Haryana-122011	8967667496	<a href="mailto:ameya@thechefkart.com">ameya@thechefkart.com</a>	-
6.	HIM AANCHAL CHEF'S ASSOCIATION	Rajindar kumar	Secretary	KSHITIJ VILLA, PARECHI, PO AG OFFICE, Shimla, India, Himachal Pardesh	9816850006	<a href="mailto:surinderkumar@gmail.com">surinderkumar@gmail.com</a>	-
7.	Holiday Inn New Delhi International Airport	Mukesh Kumar	Director-Human Resource	Asset Area 12, Hospitality District, Aero city, Delhi International Airport, New Delhi-110037, India	8826996447	<a href="mailto:mukesh.kumar1@ihg.com">mukesh.kumar1@ihg.com</a>	-
8.	J&K youth Development Forum	-	-	Khaliqa Town Square, hospital road, Duderhoma, Ganderbal, Jammu 7 Kashmir-191201	7006306075	<a href="mailto:jkydfngo@gmail.com">jkydfngo@gmail.com</a>	-
9.	Kaahlian technology Pvt Ltd	Rajani Kant	Director	Boomerang building, A 005, Lower ground, Chandivali, Andheri east, Mumbai, Maharashtra 400072	9209052021	<a href="mailto:ingfo@rozagarkhoj.com">ingfo@rozagarkhoj.com</a>	-

10.	Multi Channel educational institute Pvt. Ltd	Zubair Ahmad Gadda	Director	Post Office Road, Lal bazar, Srinagar, Jammu & Kashmir, India, 190023	+91-194-2420129/8713000062/82	<a href="mailto:director@meinstitute.org/directoradm@meinstitute.org">director@meinstitute.org/directoradm@meinstitute.org</a>	-
11.	Orange Tiger Hospitality Pvt Ltd	Bharat Alagh	Vice president Operations and Culinary	302, Mewad, Patanwala Industrial Estate, Lal Bahadur Shastri Marg, Ghatkopar West, Mumbai, Maharashtra 400086	9811118705	<a href="mailto:Bharat.alagh@othpl.com">Bharat.alagh@othpl.com</a>	-
12.	PSIPL	Deepak shanbhag	CEO	7 <sup>th</sup> Floor, 73, Unit no 73 kalpataru Square, Off. Andheri Kurla road, Mumbai, Maharashtra 400059	0223377100	<a href="mailto:Deepak.shan@psipl.co.in">Deepak.shan@psipl.co.in</a>	-
13.	Sarovar Hotels Pvt.Ltd	Nihar Mehta	General manager- Human Resources	Global foyer,504, 5 <sup>th</sup> floor, Golf course road, sector 43, Gurugram - 122009	9650653332	<a href="mailto:Nihar@sarovarhotels.com">Nihar@sarovarhotels.com</a>	-
14.	Shilton hospitality LLP	Santhosh Kumar G Designation	Assistant general Manager	Shilton hospitality LLP, office 2, Ulsoor road, Bangalore	9972471542	<a href="mailto:santoshkumar@shiltonhospitality.com">santoshkumar@shiltonhospitality.com</a>	-
15.	Tarja ventures Private Limited	Shehreyar Majeed	Director	Block-Z-23, Dayal Sir Colony, Uttam Nagar, New Delhi-110059, Delhi	7006306075/9419001418	<a href="mailto:info@tajirventures.com/tajrventures@gmail.com">info@tajirventures.com/tajrventures@gmail.com</a>	-
16.	Wipzo Enterprises	Mr. Mohammad Safeer	Managing Director	-	7007676323	<a href="mailto:Wipzocoko@gmail.com">Wipzocoko@gmail.com</a>	-

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
	NA	NA	NA	NA	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
		NA	NA	NA	NA	NA	NA	NA	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. NA

Content availability for previous versions of qualifications:

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

Languages in which Content is available:



## Annexure: Blended Learning

**Blended Learning Estimated Ratio & Recommended Tools:****Refer NCVET “Guidelines for Blended Learning for Vocational Education, Training & Skilling” available on:**<https://ncvet.gov.in/sites/default/files/Guidelines%20for%20Blended%20Learning%20for%20Vocational%20Education,%20Training%20&%20Skilling.pdf>

S. No.	Select the Components of the Qualification	List Recommended Tools – for all Selected Components	Offline : Online Ratio
1	<input type="checkbox"/> Theory/ Lectures - Imparting theoretical and conceptual knowledge	<ul style="list-style-type: none"> <li>• Books/ e-books</li> <li>• Presentations</li> <li>• Reference Material</li> <li>• Audio / Video Modules</li> </ul>	
2	<input type="checkbox"/> Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners	<ul style="list-style-type: none"> <li>• Self-Learning Videos</li> <li>• Broadcasts</li> <li>• Mobile Learning</li> <li>• Curated Digital content</li> </ul>	
3	<input type="checkbox"/> Showing Practical Demonstrations to the learners	<ul style="list-style-type: none"> <li>• Video Content</li> <li>• E-Resource library</li> <li>• AR/ VR/ XR</li> </ul>	
4	<input type="checkbox"/> Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training	<ul style="list-style-type: none"> <li>• Training tools (tools list attached)</li> <li>• Video Play</li> <li>• Presentations</li> </ul>	
5	<input type="checkbox"/> Tutorials/ Assignments/ Drill/ Practice	<ul style="list-style-type: none"> <li>• Online Question Bank</li> <li>• Mobile Quick test app</li> <li>• MCQ based tests</li> </ul>	
6	<input type="checkbox"/> Proctored Monitoring/ Assessment/ Evaluation/ Examinations	<ul style="list-style-type: none"> <li>• Assessment engine for Essays</li> <li>• Up-loadable file examinations</li> <li>• Mock test sessions</li> </ul>	
7	<input type="checkbox"/> On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training	<ul style="list-style-type: none"> <li>• Online tests</li> <li>• Offline assessments</li> </ul>	

**Annexure: Detailed Assessment Criteria**

Detailed assessment criteria for each NOS/Module are as follows:

NOS/Module Name	Assessment Criteria for Performance Criteria/Learning Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>THC/N0418: Manage kitchen stewarding operations</b>	<i>Manage Stewarding Staff</i>	<b>20</b>	<b>20</b>	<b>0</b>	<b>10</b>
	PC1. prepare weekly work schedule and duty roasters of stewarding staf	-	-	-	-
	PC2. brief the stewarding staff regarding the assigned duties	-	-	-	-
	PC3. verify the required number of stewards with the appropriate skills for the designated area	-	-	-	-
	PC4. maintain daily operations and delegate day to day responsibilities accurately	-	-	-	-
	PC5. handle and resolve staff problems like absenteeism, schedule change, etc.	-	-	-	-
	PC6. arrange for backup in case of unplanned leaves of any steward	-	-	-	-
	PC7. give feedback to staff to help them improve their performance where appropriate	-	-	-	-
	PC8. inform the management regarding human resource requirement of the department	-	-	-	-
	PC9. provide functional guidance to stewards during peak periods and functions	-	-	-	-
	PC10. supervise the stewarding staff in maximising all resources to achieve high quality and excellent cost control	-	-	-	-
	PC11. identify training needs and implement staff training plan	-	-	-	-
	<i>Monitor cleanliness of kitchen area and equipment</i>	<b>20</b>	<b>20</b>	<b>0</b>	<b>10</b>
	PC12. ensure stewarding staff has supplies, equipment, tools, and uniforms necessary to do their jobs	-	-	-	-
	PC13. make sure cleaning schedules are followed and completed as per standards	-	-	-	-
	PC14. direct the stewards to make the cleaning process more efficient	-	-	-	-
	PC15. ensure water temperature, and chemical levels are appropriate for cleaning and documented	-	-	-	-
	PC16. check the proper use of chemicals and washing accessories	-	-	-	-
	PC17. administer cleanliness and sanitization of pots, pans, utensils and other kitchen equipment as per standards	-	-	-	-
	PC18. check kitchen equipment, machines, and appliances, etc. for proper cleanliness and sanitization	-	-	-	-
	PC19. supervise the setup of the breakdown stations for all dirty flatware, glassware, and chinaware	-	-	-	-
	PC20. ensure all surfaces like counters, cooking surface, chopping areas and walls in the kitchen are washed and disinfected using appropriate cleaning agents and disinfectants	-	-	-	-

PC21. maintain order and sanitation within the kitchen areas	-	-	-	-
PC22. perform walk through inspections of kitchen areas and complete checklists	-	-	-	-
PC23. perform routine inspections of the back of the house and take corrective actions as necessary	-	-	-	-
PC24. supervise sanitization and closing of all workstations at the end of the day's business or shift	-	-	-	-
PC25. ensure floor, pathways, and dishwashing areas are mopped and cleaned as per SOP	-	-	-	-
PC26. supervise the disposal of waste and expired items as per waste management policy	-	-	-	-
PC27. make sure products or items like glass bottles, cardboard boxes, aluminium cans, etc. are recycled wherever applicable	-	-	-	-
<i>Monitor cleanliness of storage area</i>	<b>20</b>	<b>20</b>	<b>0</b>	<b>10</b>
PC28. make sure all kitchen tools and equipment are clean and dry before storing as per organizational SOP	-	-	-	-
PC29. oversee maintenance and upkeep of all storage areas	-	-	-	-
PC30. log and monitor all food and storage areas for proper temperatures and correct any problems, if necessary	-	-	-	-
PC31. inspect all food containers and storage areas for cleanliness and sanitation	-	-	-	-
PC32. store food in designated containers and storage areas to prevent spoilage	-	-	-	-
PC33. ensure defrosting of freezers	-	-	-	-
PC34. ensure the cleaning, hygiene, and organization of deep freezers, refrigerators, coolers, and all other storage areas	-	-	-	-
PC35. check for the proper functioning of the defrosting system, control valves, cooler fans, etc.	-	-	-	-
PC36. ensure all hazardous material is stored in the safe designated area away from public reach	-	-	-	-
<i>Manage inventory of kitchen supplies, kitchenware, and equipment</i>	<b>20</b>	<b>20</b>	<b>0</b>	<b>10</b>
PC37. check for any kitchen requisition with the chef for kitchen supplies, ingredients, equipment, etc.	-	-	-	-
PC38. monitor quantity of daily and weekly consumption and stock of supplies in the kitchen	-	-	-	-
PC39. check minimum stock level for fuel/gas used in the kitchen	-	-	-	-
PC40. ensure upkeep, maintenance, and inventory of all kitchen equipment, china, and flatware	-	-	-	-
PC41. replace broken or damaged glassware, kitchenware, dishware and ensure adequate inventory	-	-	-	-
PC42. make sure all silverware and other utensils are stored in the designated location	-	-	-	-

	PC43. supervise daily maintenance of dishware and silverware, washing and proper storage of all items	-	-	-	-
	PC44. take all necessary actions to reduce breakage and loss of China and Glassware	-	-	-	-
	PC45. ensure all silverware and glassware are polished as per standards	-	-	-	-
	PC46. prepare monthly reports on shortages of chinaware, silverware and other equipment	-	-	-	-
	PC47. raise requisitions for cleaning supplies, material, and equipment as per organizational standards to ensure round-the-clock availability	-	-	-	-
	PC48. maintain records for purchases	-	-	-	-
	<b>Total Marks</b>	<b>80</b>	<b>80</b>	<b>0</b>	<b>40</b>
<b>THC/N9901: Communicate effectively and maintain service standards</b>	<i>Communicate effectively with guests, colleagues and superiors</i>	<b>20</b>	<b>20</b>	-	<b>10</b>
	PC1. greet the guests promptly and appropriately as per organization's procedure	-	-	-	-
	PC2. communicate with the guests in a polite and professional manner	-	-	-	-
	PC3. clarify guest's requirements by asking appropriate questions	-	-	-	-
	PC4. address guest's dissatisfactions and complaints effectively	-	-	-	-
	PC5. build effective yet impersonal relationship with guests	-	-	-	-
	PC6. inform guests on any issue/problem beforehand including any developments involving them	-	-	-	-
	PC7. seek feedback from the guests and incorporate them to improve the guest experience	-	-	-	-
	PC8. escalate any negative feedback received from the guests to immediate reporting authority on high priority	-	-	-	-
	PC9. pass on essential information to the colleagues timely	-	-	-	-
	PC10. report any workplace issues to the superior immediately	-	-	-	-
	<i>Maintain professional etiquette</i>	<b>10</b>	<b>10</b>	-	<b>5</b>
	PC11. report to work on time	-	-	-	-
	PC12. follow proper etiquette while interacting with colleagues and superiors	-	-	-	-
	PC13. follow the dress code as per organizational policy	-	-	-	-
	PC14. maintain personal hygiene	-	-	-	-
	PC15. respect privacy of others at the workplace	-	-	-	-
	<i>Provide specific services as per the guests' requirements</i>	<b>10</b>	<b>10</b>	-	<b>5</b>
	PC16. offer services and maintain the quality of facilities to cater to specific needs of every individual, across all gender and age group as per company standards	-	-	-	-
	PC17. provide assistance to Persons with Disability, if required	-	-	-	-
	PC18. follow the organisational policies specified for Persons with Disability	-	-	-	-
	PC19. follow gender and age sensitive service practices at all times	-	-	-	-
	PC20. adhere to the company policies related to prevention of sexual harassment	-	-	-	-
	<b>Total Marks</b>	<b>40</b>	<b>40</b>	-	<b>20</b>

<b>THC/N9903: Maintain organisational confidentiality and respect guests' privacy</b>	<i>Maintain organisational confidentiality</i>	<b>6</b>	<b>6</b>	-	<b>3</b>
	PC1. ensure not leaving any confidential information visible and unattended on the workstation	-	-	-	-
	PC2. comply to organizational IPR policy at all times	-	-	-	-
	PC3. report any infringement of IPR observed by anyone in the company to the concerned person	-	-	-	-
	PC4. maintain the confidentiality of the organisational information through appropriate use, storage and disposal	-	-	-	-
	<i>Respect guest's privacy</i>	<b>4</b>	<b>4</b>	-	<b>2</b>
	PC5. protect personal and financial information of the guest	-	-	-	-
	PC6. refrain self from infringing upon guest's professional deals and plans	-	-	-	-
	<b>Total Marks</b>	<b>10</b>	<b>10</b>	<b>-</b>	<b>5</b>
<b>THC/N9906: Follow Health, Hygiene and Safety practices</b>	<i>Maintain personal and workplace hygiene</i>	<b>10</b>	<b>10</b>	-	<b>5</b>
	PC1. wash and sanitize hands at regular intervals using hand wash & alcohol-based sanitizers	-	-	-	-
	PC2. clean the workplace with appropriate cleaning solution and disinfectants as recommended	-	-	-	-
	PC3. clean the crockery and other articles as per established standards	-	-	-	-
	PC4. sanitize all tools and equipment requiring touch points at regular intervals	-	-	-	-
	PC5. ensure that the trashcans are cleared regularly following the cleanliness and maintenance schedule	-	-	-	-
	PC6. use appropriate PPE (headwear, glasses, goggles, footwear etc.) considering the task to be performed and the working environment	-	-	-	-
	PC7. dispose of the waste as per the prescribed standards	-	-	-	-
	PC8. maintain personal hygiene by brushing teeth regularly, wearing clean clothes, following a healthy diet etc.	-	-	-	-
	<i>Take precautionary health measures</i>	<b>5</b>	<b>5</b>	-	-
	PC9. attend regular health check-ups organized by the management	-	-	-	-
	PC10. report personal health issues related to injury, food, air and infectious disease	-	-	-	-
	PC11. report to the concerned authority in case any coworker is unwell	-	-	-	-
	<i>Follow standard safety procedure</i>	<b>5</b>	<b>10</b>	-	<b>5</b>
	PC12. follow safety procedures while handling materials, tools, equipment etc.	-	-	-	-
	PC13. follow first aid procedures appropriately	-	-	-	-
	PC14. identify hazards at the workplace and report to the concerned person in time	-	-	-	-
	<i>Follow effective waste management</i>	<b>5</b>	<b>10</b>	-	<b>5</b>
	PC15. identify and segregate recyclable, non- recyclable and hazardous waste at workplace	-	-	-	-

	PC16. segregate waste into different coloured dustbins	-	-	-	-
	PC17. handle the waste as per SOP	-	-	-	-
	PC18. recycle waste wherever applicable	-	-	-	-
	PC19. dispose of PPEs in a plastic bag, sealed and labelled as infectious waste	-	-	-	-
	<b>Total Marks</b>	<b>25</b>	<b>35</b>	<b>-</b>	<b>15</b>
<b>DGT/VSQ/N0102: Employability Skills (60 Hours)</b>	<i>Introduction to Employability Skills</i>	<b>1</b>	<b>1</b>	-	-
	PC1. identify employability skills required for jobs in various industries	-	-	-	-
	PC2. identify and explore learning and employability portals	-	-	-	-
	<i>Constitutional values – Citizenship</i>	<b>1</b>	<b>1</b>	-	-
	PC3. recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.	-	-	-	-
	PC4. follow environmentally sustainable practices	-	-	-	-
	<i>Becoming a Professional in the 21st Century</i>	<b>2</b>	<b>4</b>	-	-
	PC5. recognize the significance of 21st Century Skills for employment	-	-	-	-
	PC6. practice the 21st Century Skills such as Self- Awareness, 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	-	-	-	-
	<i>Basic English Skills</i>	<b>2</b>	<b>3</b>	-	-
	PC7. use basic English for everyday conversation in different contexts, in person and over the telephone	-	-	-	-
	PC8. read and understand routine information, notes, instructions, mails, letters etc. written in English	-	-	-	-
	PC9. write short messages, notes, letters, e-mails etc. in English				
	<i>Career Development &amp; Goal Setting</i>	<b>1</b>	<b>2</b>	-	-
	PC10. understand the difference between job and career	-	-	-	-
	PC11. prepare a career development plan with short- and long-term goals, based on aptitude	-	-	-	-
	<i>Communication Skills</i>	<b>2</b>	<b>2</b>	-	-
	PC12. follow verbal and non-verbal communication etiquette and active listening techniques in various settings	-	-	-	-
	PC13. work collaboratively with others in a team	-	-	-	-
	<i>Diversity &amp; Inclusion</i>	<b>1</b>	<b>2</b>	-	-

PC14. communicate and behave appropriately with all genders and PwD	-	-	-	-
PC15. escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-
<i>Financial and Legal Literacy</i>	<b>2</b>	<b>3</b>	-	-
PC16. select financial institutions, products and services as per requirement	-	-	-	-
PC17. carry out offline and online financial transactions, safely and securely	-	-	-	-
PC18. identify common components of salary and compute income, expenses, taxes, investments etc	-	-	-	-
PC19. identify relevant rights and laws and use legal aids to fight against legal exploitation	-	-	-	-
<i>Essential Digital Skills</i>	<b>3</b>	<b>4</b>	-	-
PC20. operate digital devices and carry out basic internet operations securely and safely	-	-	-	-
PC21. use e- mail and social media platforms and virtual collaboration tools to work effectively	-	-	-	-
PC22. use basic features of word processor, spreadsheets, and presentations	-	-	-	-
<i>Entrepreneurship</i>	<b>2</b>	<b>3</b>	-	-
PC23. identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	-	-	-	-
PC24. develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	-	-	-	-
PC25. identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity	-	-	-	-
<i>Customer Service</i>	<b>1</b>	<b>2</b>	-	-
PC26. identify different types of customers	-	-	-	-
PC27. identify and respond to customer requests and needs in a professional manner.	-	-	-	-
PC28. follow appropriate hygiene and grooming standards	-	-	-	-
<i>Getting ready for apprenticeship &amp; Jobs</i>	<b>2</b>	<b>3</b>	-	-
PC29. create a professional Curriculum vitae (Résumé)	-	-	-	-
PC30. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job	-	-	-	-

	portals, respectively				
	PC31. apply to identified job openings using offline /online methods as per requirement	-	-	-	-
	PC32. answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
	PC33. identify apprenticeship opportunities and register for it as per guidelines and requirements	-	-	-	-
	<b>Total Marks</b>	<b>20</b>	<b>30</b>	<b>-</b>	<b>-</b>
	<b>Grand Total</b>	<b>175</b>	<b>195</b>	<b>-</b>	<b>80</b>

#### Annexure: Assessment Strategy

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

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

##### <1. Assessment System Overview:

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

##### 2. Testing Environment:

- Check the Assessment location, date and time
- If the batch size is more than 30, then there should be 2 Assessors.
- Check that the allotted time to the candidates to complete Theory & Practical Assessment is correct.

##### 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 Kitchen Stewarding Shift Incharge) will be assessed separately.
2. The candidate must score 70% 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
<b>AA</b>	Assessment Agency
<b>AB</b>	Awarding Body
<b>ISCO</b>	International Standard Classification of Occupations
<b>NCO</b>	National Classification of Occupations
<b>NCrF</b>	National Credit Framework
<b>NOS</b>	National Occupational Standard(s)
<b>NQR</b>	National Qualification Register
<b>NSQF</b>	National Skills Qualifications Framework
<b>OJT</b>	On the Job Training

## Glossary

Term	Description
<b>National Occupational Standards (NOS)</b>	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.
<b>Qualification</b>	A formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards
<b>Qualification File</b>	A Qualification File is a template designed to capture necessary information of a Qualification from the perspective of NSQF compliance. The Qualification File will be normally submitted by the awarding body for the qualification.
<b>Sector</b>	A grouping of professional activities on the basis of their main economic function, product, service or technology.
<b>Long Term Training</b>	Long-term skilling means any vocational training program undertaken for a year and above. <a href="https://ncvet.gov.in/sites/default/files/NCVET.pdf">https://ncvet.gov.in/sites/default/files/NCVET.pdf</a>

