QUALIFICATION FILE

Security Guard

☒ **Short Term Training (STT)** ☐ **Long Term Training (LTT)** ☐ **Apprenticeship**

☐ **Upskilling** ☐ **Dual/Flexi Qualification** ☐ **For ToT** ☐ **For ToA**

☒ **General** ☐ **Multi-skill (MS)** ☐ **Cross Sectoral (CS)** ☐ **Future Skills** ☐ **OEM**

NCrF/NSQF Level: 3

Submitted By:

Management & Entrepreneurship and Professional Skills Council (MEPSC)
20th Floor, Amba Deep, 14, Kasturba Gandhi Marg, New Delhi -110001

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Security Guard

Section 1: Basic Details

1.	**Qualification Name**	Security Guard	
2.	**Sector/s**	Management	
3.	**Type of Qualification:** ☐New ☒Revised ☐Has Electives/Options ☐OEM	**NQR Code & version of existing/previous qualification:** 2022/OAFM/MEPSC/05425, Security Guard, v.5	**Qualification Name of existing/previous version:** Security Guard, v.5
4.	a. **OEM Name** b. **Qualification Name**	Security Guard, v6	
5.	**National Qualification Register (NQR) Code &Version**	QG-03-OA-04021-2025-V2-MEPSC, v6	**6. NCrF/NSQF Level: 3**
7.	**Award (Certificate/Diploma/Advance Diploma/ Any Other**	Certificate	
8.	**Brief Description of the Qualification**	The Security Guard serves as the first tier of protection for designated premises, people, and property. In addition to core responsibilities such as guarding against theft, criminal acts, emergencies, fire, and other contingencies, the Security Guard now includes updated practices in baggage screening, fire safety protocols, and access control. The role ensures vigilant protection using IoT-enabled tools and cloud-based reporting, aligning with modern security trends while maintaining professional conduct.	
9.	**Eligibility Criteria for Entry for Student/Trainee/Learner/Employee**	a. **Entry Qualification & Relevant Experience:**	

S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Required Experience (with Specialization - if applicable)
4	10th grade pass	
5	Previous relevant qualification of NSQF Level 2.5	1.5 years of relevant experience in man guarding services or ex-servicemen (Agniveer)/ Armed/Para-military forces
6	Previous relevant qualification of NSQF Level 2	3 years of relevant experience in man guarding services or ex-servicemen (Agniveer)/ Armed/Para-military forces

Standard of physical fitness for security guards as per Private Security Agencies Regulation Act (PSARA), 2005:
(1) No person shall be employed or engaged as a guard unless he fulfils the following physical standards:-
(a) height: 160 cm for male and 150 cm. for females; Provided that a person belonging to the Gorkhas, or Nepalies or Sikkimese or Scheduled Caste or Scheduled Tribe is eligible for relaxation of height by 5 cm.
(b) weight: according to stand table of height and weight;
(c) chest: measurements 80 cm with an expansion of 4 cm (for females no minimum requirement for chest measurement);

(d) eye sight: distant vision 6/6, near vision 0.6/0.6 with or without correction, free from colour blindness, shall be able to identify and distinguish colour display in security equipment; shall be able to read and understand display in English alphabets and Roman Numerals;

(e) hearing: free from defect; shall be able to hear and respond to the spoken voice and the alarms generated by security equipment

(f) free from knock knee and flat foot, able to run one kilo meter in 6 minutes for the age group between 18 to 30 years, 8 minutes for the age group between 31 to 40 years and should be able to walk one mile in 15 minutes for the age group between 41 to 50 years and in 17 minutes for the age group 51 and above;

(g) shall not be suffering from a disease, which may limit the physical or mental capabilities in charging the security duties;

(h) shall not be suffering form any physical handicap or deformity, which hamper in good performance of duties as security guard;

(i) the candidate should have dexterity and strength to perform searches, handle objects and use force for restraining the individuals in case of need; and

(2) The agency shall ensure that every guard working under its control undergoes a medical examination from a Government or recognized hospital once in a year for ensuring the physical standard prescribed in sub-rule(1) of this rule.

b. Age: 18

10.	**Credits Assigned to this Qualification, Subject to Assessment**	9 (with single elective) 11 (with one elective and one option)	**11. Common Cost Norm Category (I/II/III): II**
12.	**Any Licensing requirements for Undertaking Training on This Qualification** *(wherever applicable)*		Training for subjects stipulated in Private Security Agencies (Regulation) Act - 2005 and applicable technical skills.

13.	**Training Duration by Modes of Training Delivery** *(Specify Total Duration as per selected training delivery modes and as per requirement of the qualification)*

☒Offline ☐Online ☐Blended

Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)
Classroom (offline)	112	148	70		330
Online					

(Refer Blended Learning Annexure for details) **(Total is 330 hours including any one elective and one optional along with OJT hours)**

14.	**Aligned to NCO/ISCO Code/s** *(if no code is available mention the same)*	NCO-2015/5414.0501
15.	**Progression path after attaining the qualification**	Security Supervisor/ Security Officer/ Personal Security Officer

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	Both men and women can equally participate		
20.	Are Greening/ Environment Sustainability Aspects Covered	☒ Yes ☐ No		
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	**Name:** Col. Anil Kumar Pokhriyal **Position in the organisation:** CEO **Email:** ceo@mepsc.in **Contact No.:** 011-24645100 **Website:** https://www.mepsc.in/		
23.	**Final Approval Date by NSQC:** 08/05/2025	**24. Validity Duration:** 36 months	**25. Next Review Date:** 08/05/2028	

Section 2: Module Summary

NOS/s of Qualifications

(In exceptional cases these could be described as components)

Mandatory NOS/s:

Specify the training duration and assessment criteria at NOS/ Module level. For further details refer curriculum document.

***Th.**-Theory **Pr.**-Practical **OJT**-On the Job **Man.**-Mandatory Training **Rec.**-Recommended **Proj.**-Project*

S. No	NOS/Module Name	NOS/Module Code & Version *(if applicable)*	Core/ Non-Core	NCrF/N SQF 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.	Perform security tasks in accordance with basic security practices	MEP/N7101, v.5.	Core	3	2	20	30	10		60	40	60			100	20
2.	Provide guarding services to people, property and premises	MEP/N7103, v.5.	Core	3	1	10	10	10		30	40	60			100	10
3.	Control access to the assigned premise	MEP/N7104, v.4.	Core	3	1	10	10	10		30	40	60			100	10
4.	Carry screening and search activities to maintain security	MEP/N7105, v.4.	Core	3	1	10	10	10		30	40	60			100	10
5.	Control parking in designated areas	MEP/N7106, v.3.	Core	3	1	10	10	10		30	40	60			100	10
6.	Apply health and safety practices at the workplace	MEP/N9903, V.7.	Non-Core	3	0.5	5	10			15	40	60			100	10
7.	Apply principles of professional practice at the workplace	MEP/N9912, V.5.	Non-Core	3	0.5	5	10			15	40	60			100	10
8.	Employability Skills	DGT/VSQ/ N0101,v1	Non-Core	2	1	12	18			30	20	30			50	10

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/ Non-Core	NCrF/NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
	Duration (in Hours) / Total Marks				8	82	108	50		240	300	450			750	90

Elective 1 NOS/s: Security Guard – Unarmed

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/ Non-Core	NCrF/NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.	Provide security escort	MEP/N7107, v.4.	Core	3	1	10	10	10		30	40	60			100	10
	Duration (in Hours) / Total Marks				1	10	10	10		30	40	60			100	10

Elective 2 NOS/s: Security Guard – Armed (Freshers)

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/ Non-Core	NCrF/NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.	Observe safety while handling firearms	MEP/N7113, v.6.	Core	3	1	10	10	10		30	40	60			100	10
	Duration (in Hours) / Total Marks				1	10	10	10		30	40	60			100	10

Optional NOS/s: Application of Computers

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/ Non-Core	NCrF/NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.	Application of computers	MEP/N0202, v.4.	Core	3	2	20	30	10		60	40	60			100	100
	Duration (in Hours) / Total Marks				2	20	30	10		60	40	60			100	10

Assessment - Minimum Qualifying Percentage

*Please 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)*	Class 12 grade pass with 2-3 years of experience in Security sector and 2 years of training experience in Security.
2.	**Master Trainer's Qualification and experience in the relevant sector (in years)** *(as per NCVET guidelines)*	Class 12 grade pass with 3-4 years of experience in Security sector and 3 years of training experience in Security.
3.	**Tools and Equipment Required for Training**	☒Yes ☐No *(If "Yes", details to be provided in Annexure)*
4.	**In Case of Revised Qualification, Details of Any Upskilling Required for Trainer**	

Section 4: Assessment Related

1.	**Assessor's Qualification and experience in relevant sector (in years)** *(as per NCVET guidelines)*	Class 12 grade pass with 2-3 years of experience in Security sector and 2 years of training and assessment experience in Security.
2.	**Proctor's Qualification and experience in relevant sector (in years)** *(as per NCVET guidelines)*	Graduate with 3 years of relevant experience
3.	**Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years)**	Class 12 grade pass with 3-4 years of experience in Security sector and 3 years of training and assessment experience in Security.
4.	**Assessment Mode** *(Specify the assessment mode)*	Offline
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):** Yes
2.	**Latest Market Research Reports or any other source (not older than 2 years) (Yes/No):** Yes
3.	**Government /Industry initiatives/ requirement (Yes/No):** Yes
4.	**Number of Industry validation provided:** 35
5.	**Estimated nos. of persons to be trained and employed:** 1000
6.	**Evidence of Concurrence/Consultation with Line Ministry/State Departments:** *Line Ministry Concurrence is awaited*

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

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Annexure 1: 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	A Security Guard is expected to secure life, premises and property from risks and threats, by observing basic guarding practices - with or without the aid of security equipment. He/ she is the first one to notice or encounter risks and threats during the course of the duty and take preventive counter measures, including reporting about incidents.	The Job holder is expected to independently perform work of familiar, predictable and routine nature within situations of clear choice, such as identifying risks, environmental issues, synergies, mandatory works; seeking clarification and assistance where needed, and handling situations safely and with dignity Hence, the individual can be placed at Level 3.	3
Professional and Technical Skills/ Expertise/ Professional Knowledge	A Security Guard is expected to be aware of risk and threats, basic guarding practices, rudimentary legal knowledge and various domain specific security operations. Considering the type of knowledge the job holder is placed at level 3	The job holder is expected to exhibit factual knowledge of the field of knowledge or study such as safety requirements; legalities to be followed while working; verifications and screening processes in different settings like industrial and commercial settings, parking areas and the like.	3
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	An Security Guard is expected to identify potential risks and threats, take countermeasures, operate provided security equipment, carry out basic documentation, report incidents to get assistance from concerned agencies and communicate effectively.	The job holder is expected to recall and demonstrate practical skills, which are routine and repetitive using rule and tool of the job role. Certain level of decision making too is involved when the id proof or passes are suspicious.	3
Broad Learning Outcomes/Core Skill	An Unarmed Security Guard's core skill lies in securing life, premises and property by executing basic guarding practices, which involves access control, search and frisking, parking control, escort duties, control of emergencies, and use of security equipment, reporting and documentations in domain specific environments.	The job holder is expected to exhibit effective oral communication skills so as to have pleasant and engaging conversations with the customers, co-workers, vendors, interact in a language the visitor is comfortable with, use effective listening and probing/ questioning skills to understand requirement of the visitors, ensure not to argue with the customer, listen attentively and answer back politely, communicate development plan with superiors, share information as per organisational data security and confidentiality policy, follow security norms and show written communication skills such as maintaining registers and incident reports.	3
Responsibility	An Security Guard is responsible for the safety and security of assigned premises and property during his/ her course of duty.	The job holder is responsible for the safety and security of the organisation or industry the person is guarding.	3

Annexure 2: 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.	Computer		5
2.	White Board		1
3.	Marker		5
4.	Duster		2
5.	Sample accident and incident reports		30
6.	Sample feedback forms		30
7.	Half body mannequin for CPR		1
8.	First Aid Box		1
9.	Sample identity cards		30
10.	Vehicle in/ out register		5
11.	Security guard dress and equipment		30
12.	CCTV system		1
13.	Key register		5
14.	Drill/ PT ground	(60x40) m	1
15.	Door frame metal detector		1
16.	Data and document storage devices such as Pen drive, hard disk		1 each
17.	Data collection and recording software		1
18.	Personal Protective Equipment (such as mask and gloves)		1
19.	Firearms		1
20.	Shooting range		1

21.	Hand-held metal detectors (HHMDs)		1
22.	IoT-enabled inspection devices (e.g., portable scanners)		1
23.	Under-vehicle inspection mirrors.		1
24.	Digital/cloud-based logbooks		Options if available

Classroom aids:
1. Laptop
2. Whiteboard and markers
3. Projector
4. Screen
5. Chart Paper
6. A.V. equipment
7. Stationary
8. Telephone connection
9. Internet connection
10. Training Kit (Power Point, Trainer Guide)

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Annexure 3: Industry Validations Summary

S. No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID	LinkedIn Profile *(if available)*
1.	Active Security & Intelligence Services	Prasanta Kumar Nayak	Managing Partner	L-269, Baramunda H.B. Colony, Bhubaneswar - 751 003		deb1092@rediffmail.com	
2.	Baba Solar Agency	Jatinder Singh	Director	H.O Awantipura, B.O. Wazirbagh Amar Singh College road, Srinagar (J&K)	7006609433	jatindersod@gmail.com	
3.	CG Ressettlement Pvt.Ltd.	Aditya Dhaord	Director	H.O 6th Floor, Cosmos Vijay, Shivaji Path, Opp Jagdish Book Depot, Naupada, Thane (W), Maharashtra - 400 601	98196551015	info@cgresettlement.com	
4.	CISS Academy for Skill Human Development Pvt. Ltd.	Dr. R K Tyagi	Senior Vice President	A-305, 3rd Floor, Wall Street II, Opp. Orient Club, Gujarat	91 79 26562557	rk.tyagi@cissindia.in	

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				College, Ellis Bridge, Ahmedabad - 380 006			
5.	Care Security & Allied Services	Umeshwara mi Lohar	Managing Director	Plot No. B-13, 2nd Floor, Ruchika Market, Baramunda, Bhubaneswar-751003	0674	2354422	
6.	Cosmos Manpower Pvt Ltd	P G Maru/N B Thakar	Training Head/Head	B-183-184, Nr. Madhur Dairy, "K" Road, Sector-25, G.I.D.C., Gandhinagar -382025	8000949143	training@cosmosgroup.in	
7.	IRONMAN SECURITY SERVICES PVT. LTD.	Er. ROHIT YADAV		Head Off.: U-76, Ground Floor, Lajpat Nagar-II, New Delhi-110024, INDIA	9873960010	dgmqs.ironmansecurity@vils.com	
8.	ESPS ACADEMY OPC PRIVATE LIMITED	Amresh		Nr. Poonam Nagar, Sama Road, Vadodara - 390 024, Gujarat (India)		amresh1958@gmail.com	

9.	Exelity Skill Training Academy Private Limited	A.D.Suresh Babu	Director	No.241, Bommasandra Industrial Area, 3rd Phase, Bangalore-560099, Karnataka	9108429311	director.tr@gesta.in	
10.	SRF DETECTIVE AND SECURITY SERVICES PVT LTD	Capt Prabhat Kumar Pandit (Retd)	Vice President Training and Development	No.81, 2nd Cross, GKW Layout, Vijayanagar, Bengaluru - 560 040	9611853333	id.vptraining@srffsecurity.com	
11.	Checkmate Industrial Guards Pvt. Limited	J C Dhayan	Director	C-250, Sector 63, NOIDA Distt. Gautam Budh Nager (UP) 201307			
12.	HIRAYA TECHNOLOGIES PRIVATE LIMITED	MOHAMMAD AZAM SAQLAIN	Director		9870755532	azam.saqlain786@rediffmail.com	
13.	Highline Educare India Private Limited	Ayeshwari Mudliar	Chief Operating Officer	63 G- Floor Harvansh Vihar Danish Nagar Bhopal Madhya Pradesh-462026	9131019616	highlineeducareindia@gmail.com	

14.	Institute of Fire, Safety & Disaster Management Studies	Mr. JAlprakash B. Solanki		Ameen Towers, Suvas Colony, Fatehsgunj Main Road, Vdodara - 391510	9979895651	ibs@ifsdmindia.org	
15.	INNOVISION LIMITED	Sumit Das	Business Manager	Corporate Office: Plot No. 251, 1st floor, Udyog Vihar, Phase-4, Gurugram, Haryana - 122015	9711637673	id.sumit@innovision.co.in	
16.	STIC INFOTECH	Yeshwant Roy Parihar	Director/Founder		7006574784	info@sticinfotech.com	
17.	MILATMULTIVENTURESPRIVITELIMITEDSRINAGAR	MOHD AUZAIR BHAT	Director/CFO	Al-FayazComplexHarwanRoad Srinagar,Jammu & Kashmir,190006	9018045806	milatoffice@gmail.com	
18.	JIFSA St Joseph's International Fire and Safety Academy	Yogendra Pratap Singh	Academic Executive		9882042748		
19.	Keertika Academy Pvt. Ltd.	Bhaskar	Senior Manager	Office: 485, Madurdaha, Kalikapur,		id.bhaskar@keertika.co.in	

				Kolkata-700107			
20.	Kysomatic Vendors Private Limited	Shabir Ahmad	Director	Ward No.12, Shahbad, Batamaloo, Srinagar, Kashmir, Jammu & Kashmir 182204	990619564	kysomatic.vendors@gmail.com	
21.	Max Vigil Security Expert Pvt. Ltd.	R. K. Dubey	General Manager	308, 3rd Floor, A Park, Near Panchal Milan Hall, Shani Dev Mandir to Underbridge Road, Shahibaug, Ahmedabad, Gujarat - 380 004	9099978265	ops3@maxvigilsecurity.in	
22.	MPAR Tech Solutions Private Limited	Gurcharan Kaur	Director		788 912 5026	id.mpar@uoozo.in	
23.	National Security Wing	SANDEEP A SELVARAJ	PROPERITOR	#12 ,2ND CROSS, SIDDLINGESHWAR COLONY VIKAS NAGAR, HOSUR	8762191107	nationalswing@gmail.com	

			HUBBALLI-580021			
24.	NATIONAL SECURITY SERVICES	CAPT RAGHUVIR SINH JADEJA	PARTNER	101 DIWALI CHAMBERS, DHEBAR ROAD, RAJKOT - 360002	9825074996	rsjadeja@hotmail.com	
25.	Olive Heritage Foundation	Col. KK Singh (Retd)		Head Office: Salguru Enclave Plot No. 1/B, Sector 63A	9850210999	directorolive@gmail.com	
26.	Peregrine Guarding Pvt. Ltd.	Capt Anil Kumar	Senior VP – Training & Admin	Registered Office : 2nd Floor, House No. 859, Khasra No. 220, Opposite Pillar No.5, Near Railway Crossing Bijwasan, New Delhi - 110077	9818571607	anil.k@gleionworld.com	
27.	PRIVATE EYE (P) Limited	P. Ravindranath	Managing Director	No. 309, 80 Feet Road, Indiranagar, Bangalore 560 038	9448927987	dir@privateye.in	

28.	Raxa Academy	Col. (Retd) Kirit Krishnan Nair	Head of Training	Raxa Academy Raxa District – 515, Andhra Pradesh, India.	7842059391	Kirit.KrishnaNair@gmrgroup.in	
29.	Ranchi Security Pvt. Ltd.	Navneet Kumar Pati	Manger Operation		7209097776	nkpranchi@rsecurity.in	
30.	SIS Limited	Aryan Bharadwaj	Senior Manager	SIS House, A-9/10, Sector-11, Rohini, Delhi – 110085	7962949274	ashis@sisindia.com	

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Annexure 4: 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

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
	2020-21	35942	30656	30024									
	2021-22	29645	28479	28019									
	2022-23	34654	33353	33000									

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.
2.

Content availability for previous versions of qualifications:

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

Languages in which Content is available: English, Hindi.

Annexure 5: Classroom Training

Blended Learning Estimated Ratio & Recommended Tools:

S. No.	Select the Components of the Qualification	List Recommended Tools – for all Selected Components	Offline
1	☒Theory/ Lectures - Imparting theoretical and conceptual knowledge	LCD, Projector, Laptop, MSOffice Suite, Flipchart, whiteboard, Markers, wi-fi connectivity	100
2	☐Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners	LCD, Projector, Laptop, MSOffice Suite, Flipchart, whiteboard, Markers, wi-fi connectivity	100
3	☒Showing Practical Demonstrations to the learners	LCD, Projector, Laptop, MSOffice Suite, various tools and software, computer camera, computer speakers, wi-fi connectivity	100
4	☒Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training	Computer systems for all students, printers, wi-fi connectivity	100
5	☒Tutorials/ Assignments/ Drill/ Practice	Learning management system	100
6	☒Proctored Monitoring/ Assessment/ Evaluation/ Examinations	Online assessment portals, tablet for each student	100
7	☒On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training	Access to industry partner in relevant field	100

Annexure 6: 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
MEP/N7101, v.5. Perform security tasks in accordance with basic security practices	**Carry out assigned security tasks**	30	40		
	Carry out assigned security duties in line with procedures and instructions				
	Respond to risks and threats as per organisational and legal protocols (Risks and Threats: unauthorised entry and trespass, aggressive and drunken behaviour, loitering and littering, eve teasing and molestation, robbery; theft; pilferage and shoplifting, violence and assault, murder and suicide kidnapping, public demonstration; labour unrest and crowd control)				
	Respond to hazards and emergencies as per organisational policies and procedures				
	Provide accurate information and access to premises, records and other resources to the police as per organisation protocol				
	Identify rank by recognising the badge of rank of police and military personnel				
	Identify various arms commonly used by the police and perpetrators				
	Identify improvised explosive devices and take action as per established protocol				
	Carry out security duties in commercial and industrial deployments				
	Conform to regulatory and legal requirements	10	20		
	Carry out tasks relevant to the role while complying with applicable regulatory and legal provisions (Regulatory and legal Provisions: The Indian Penal Code-1860, The Code of Criminal Procedure- 1973, The Arms Act- 1959, Human Rights Act – 1993, Explosive Act- 1884 and The Explosive Substances Act- 1908, Private Security Agencies Regulation Act – 2005, The Private Security Agencies Central Model Rules – 2006, State Govt laws)				
	Work within rules and regulations governing employment (Rules and regulations: Employees' Provident Funds, Employees' Pension Scheme- 1995,				

	Minimum Wages Act, 1948 and Central Rules- 1950, Working hours, leave, minimum wage, Employee's State Insurance)				
	Provide evidence accurately and clearly, when required, in court				
	Total Marks	**40**	**60**		
MEP/N7103, v5: **Provide guarding services to people, property and premises**	**Guard people, property and premises**	20	20		
	1. Identify layout of the premises, assets, movable or immovable property, entry and exit points				
	2. Identify various categories of people who need guarding and type of guarding required (Categories of people: staff; residents; workers; visitors; officials; vendors; service providers; general public)				
	3. Guard people, property and premises as per instructions				
	4. Carry out guarding and observation tasks attentively and effectively				
	5. Identify types of patrolling required and necessary tasks required to carry out patrolling activities effectively				
	6. Perform periodic patrolling of premises to identify safety hazards or irregular activities.				
	7. Use security equipment as per organisational and manufacturer guidelines, to carry out security tasks effectively (Security Equipment: For surveillance, screening and search, communication, safety)				
	8. Report and respond to security breaches as per organisational procedures, in a timely manner, clearly and accurately				
	9. Provide adequate briefing during shift change and to superiors				
	10. Maintain basic security registers and records				
	11. Assist in managing emergencies such as minor fires or medical incidents until professional help arrives.				
	Follow fire protocols	5	10		
	Identify fire hazards, such as obstructed exits or faulty IoT-enabled safety equipment (e.g., smoke detectors or alarms), and report issues promptly.				
	Respond to fire emergencies by activating IoT-based fire alarms or systems and assisting in safe evacuation following organizational protocols.				

	Carry out search of designated premises	10	20
	Carry out required searches of premises and properties as per instructions		
	Report risks, threats and hazards observed during the search		
	Liaise with other authorised search parties in the premises effectively		
	Detain suspect(s) during the search as per organisational and legal guidelines and procedures		
	Prevent tampering of evidence and reports by taking necessary precautions		
	Maintain personal safety at all times when at work		
	Maintain constant communication during search with relevant authorities and seniors		
	Report incident details to superiors in an accurate and timely manner, communicating all relevant details		
	Follow incident reporting formats and protocols		
	Ensure inclusivity	3	6
	Use non- gendered statements in communication and reports		
	Ensure smooth movement of persons with disability		
	Carry out assigned tasks and perform duties ensuring persons' right to dignity, privacy and gender/ religious/ cultural sensitivity are respected at all times		
	Material and energy conservation practices	2	4
	Identify processes where material utilization can be optimized		
	Ensure lights and equipment are switched off when not in use		
	Total Marks	**40**	**60**
MEP/N7104, v.4. Control access to the assigned premise	**Control entry and exit from premises**	20	20
	Carry out access control procedures in the premises with or without use of equipment as per organisational standards		
	Establish identity, purpose and authorisation of different categories of people/ vehicles/ material seeking to enter or exit from the premises		
	Prevent entry to and exit of people/vehicles/ material without valid authorisation		
	Direct visitors to designated areas for waiting and inform concerned staff/ department promptly		
	Prepare passes/ permits accurately for people/vehicles entering the premises		
	Collect passes/ permits from people/ vehicles exiting the premises and confirm authenticity and validity		
	Check relevant documents for movement of goods/materials for accuracy of all necessary details and validity (Documents for material movement: gate pass (returnable and nonreturnable), invoice, purchase		

order, delivery challan, any other authorisation regarding movement of stores and machinery)				
Inform concerned department on arrival of relevant consignments with necessary detail and instructions				
Handle different situations faced during access control operations effectively, minimising risk and damage and as per organisational procedures (Situations/incidents faced during access control operations: identification documents, passes and permits – lost, expired, defaced, forged and unauthorised surreptitious entry, impersonation, forced entry, tailing, queue and crowd and aggressive behaviour, vehicular traffic, communication, visitors expecting/demanding preferential treatment)				
Update and maintain relevant security registers as per instructions and organisational procedure				
Report irregularities to superior clearly, with necessary detail, and in a timely manner				
Verify identity documents manually and via IoT-enabled access control systems (e.g., smart gates) where applicable.				
Maintain accurate visitor logs in digital or cloud-based formats.				
Use access control equiment	10	20		
Operate access control equipment in accordance with organisational procedures and manufacturers instructions				
Check and report functioning/ malfunctioning of access control equipment to relevant authority as per organisation procedures				
Carry out maintenance of equipment				
Identify and interpret signals from access control equipment correctly and respond as per organisational procedures respectively				
Carry out access control operations manually in case of equipment breakdown				
Ensure safety and security, while minimising dissatisfaction and discomfort				
Identify and report suspicious activities observed via alerts from IoT-enabled surveillance or access control devices.				
Receive mail and couriers after office hours	10	20		
Receive mail and couriers after office hours as per organisational procedures				

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	Record details of mail and courier received		
	Identify suspicious packages or mail		
	Report about delivery of suspicious packages in a timely manner		
	Secure and store letters and packages as per organisational procedures		
	Deliver letters and packages to the designated person as per organisational procedures		
	Identify and isolate suspicious packages using basic inspection techniques.		
	Notify authorities immediately about suspicious or tampered deliveries as per procedures.		
	Total Marks	**40**	**60**
MEP/N7105, v.4. Carry screening and search activities to maintain security	**Carry out screening and search activities on people and material passing through the area of control**	10	20
	Organise queues to manage people at the screening and search point		
	Respond to situations arising during screening and search, within limits of authority and as per organisational procedures		
	Carry out screening and search operations manually or with equipment as per organisational procedures		
	Identify persons exempted from screening and search		
	Segregate and isolate person or persons violating laid down procedures safely and effectively, with minimum disturbance		
	Segregate and isolate material containing prohibited/ unauthorised items		
	Spot attempts of people trying to defeat the process/ equipment, avoiding possible distractions		
	Use hand-held metal detectors (HHMDs) and IoT-enabled inspection devices to screen baggage for unauthorized items as per organizational protocols.		
	Identify and isolate suspicious baggage/items, ensuring proper escalation to superiors.		
	Record the details using cloud-based reporting systems if available.		
	Monitor and report activities using CCTV systems	10	20
	Monitor CCTV footage to identify unauthorized access, suspicious activities, or safety hazards within the designated area.		
	Report observed incidents from CCTV footage to supervisors using a predefined reporting format.		

	Ensure the CCTV monitoring station is operational, and escalate equipment malfunctions to the relevant technical team.				
	Maintain a log of CCTV-monitored activities as per organizational protocols.				
	Use biometric systems integrated with IoT-enabled devices for identity verification and access control at entry and exit points.				
	Carry out screening and search on vehicles passing through the area of control	20	20		
	Carry out screening and search operations using provided equipment as per laid down procedures (Screening and search equipment: metal detectors handheld, door frame (stationery and portable); scanners body, baggage/ cargo and vehicle, under vehicle inspection mirror; any other equipment provided by organisation)				
	Carry out physical search of vehicle as per laid down procedures				
	Follow protocol on exemptions from search				
	Segregate and isolate suspected vehicle to carry out detailed search				
	Segregate suspicious objects in vehicles and follow protocols for their handling				
	Ensure safety of workers and public while segregating vehicle or its contents				
	Total Marks	**40**	**60**		
MEP/N7106, v.3. Control parking in designated areas	**Direct and control parking in designated areas**	20	30		
	Identify different types of parking areas and all entry and exit routes to available parking areas (Parking Areas: open parking; covered parking, multi-level car parking assisted by car parking technology)				
	Check prevailing conditions within the parking areas that impact operations, safety and security, and list anticipated consequences of these (Parking Conditions: surface and traffic conditions, visibility and lighting)				
	Correctly position signage for guiding drivers				
	Guide drivers to the available parking areas				
	Use protective gear at all times while carrying out parking duties as per company provision and guidelines				
	Ensure drivers leave the area after parking as per laid down instructions				
	Deal with irregularities and hazards in parking areas	20	30		
	Identify and respond to irregular situations in accordance with				

	organisation procedures and guidelines (Irregular situations: traffic congestion; accidents, vehicles violating instructions, unsecured vehicles; wrongly parked vehicles; vehicle alarms;abandoned vehicles; vehicle on fire; children and animals left in the vehicles;vehicles/ persons carrying prohibited items, person/s likely to misuse parking area for prohibited activity; persons behaving suspiciously/ aggressively)		
	Call for assistance from relevant personnel and take preventive steps to minimise risks and damage (Relevant Personnel: security team, sub-unit and superiors)		
	Report irregular situations immediately to superior with all necessary details		
	Respond as per organisational procedure on spotting hazards, and parking conditions that may increase risks (Hazards and defects: missing/ damaged lighting; signage and defaced markings, defective access control barrier/ equipment, electrical short circuits; power failure; spillages of fuels/ liquids and dangerous surfaces)		
	Maintain records and follow reporting procedures on hazards and irregularities		
	Ensure own safety at work at all times		
	Total Marks	**40**	**60**
MEP/N9903, v.7. Apply health and safety practices at the workplace	**Apply relevant health and safety practices at the workplace**	13	16
	Identify, control and report health and safety issues relating to immediate work environment according to procedures		
	Follow procedures and instructions for dealing with hazards, within the scope of responsibilities and competencies		
	Document and report all hazards, accidents and near-miss incidents as per set process		
	Document safety records according to organisational policies		
	Maintain a healthy and hygienic environment	8	21
	Maintain the work area in a clean and tidy condition		
	Ensure that the work area is sanitized as and when required		
	Maintain personal hygiene		
	Use appropriate personal protective equipment (PPE) where required		
	Wash hands using soap and water or alcohol-based sanitizer		
	Report hygiene related concerns promptly to the relevant authority		
	Emergencies, rescues and first-aid procedures	6	9
	Administer appropriate first aid to victims wherever required e.g. In case of		

	bleeding, burns, choking, electric shock, poisoning etc.				
	Respond promptly and appropriately to an accident situation or medical emergency in real or simulated environments				
	Perform rescue activity during an accident if applicable (e.g. If moving victim is advisable)				
	Follow fire safety requirements	13	14		
	Follow fire safety practices				
	Identify the type of fire and its stage				
	Use the various appropriate fire extinguishers on different types of fires correctly				
	Follow procedures to rescue victim of fire without endangering self				
	Total Marks	**40**	**60**		
MEP/N9912, v.5. Apply principles of professional practice at the workplace	**Maintain a professional image and behaviour**	3	5		
	Display appropriate professional appearance for the workplace				
	Interact with team members, clients, vendors, visitors and other stakeholders in a Professional manner				
	Maintain and enhance professional competence	14	19		
	Develop personal and professional goals and objectives				
	Identify strengths and weaknesses in relation to goals and objectives				
	Evaluate own capacity to meet goals and objectives				
	Determine personal development needs to perform role as per desired standards				
	Develop a professional development plan to enhance professional capabilities				
	Document a professional practice plan designed to support the achievement of goals				
	Select and implement development opportunities to support continuous learning and maintain currency of professional practice				
	Research developments and trends impacting on professional practice and integrate information into work performance				
	Seek feedback on performance from others and incorporate it to improve				
	Work in a disciplined and ethical manner	10	17		
	Perform tasks to the required workplace standard				
	Protect the rights of the client and organisation when delivering services				
	Recognise unethical conduct and report to an appropriate person				
	Operate within an agreed ethical code of practice				
	Maintain confidentiality as per the organisational guidelines				
	Work effectively with all stakeholders	13	19		
	Identify and obtain clarity regarding organisational, team and own goals				
	Prioritise tasks at work as per organisational, team and own goals				

	Plan to meet team performance targets and standards				
	Monitor own and team performance as per agreed plan				
	Share all relevant information with stakeholders in agreed formats and as per agreed timelines				
	Work collaboratively with colleagues through sharing information and ideas and working together on agreed outcomes				
	Recognize and respond to inappropriate behaviour towards self or others in a professional manner and as per organisational policy (Inappropriate behaviour: violence, inappropriate language, verbal or physical abuse or bullying, insensitive verbal or physical behaviour in terms of cultural, racial, disability and gender-based insensitivities, dominant or overbearing behaviour, disruptive behaviour, non- compliance with safety instructions, unethical behaviour)				
	Total marks	**40**	**60**		
DGT/VSQ/N0101, v1: Employability skills (30 hours)	**Introduction to Employability skills**	1	1		
	Understand the significance of employability skills in meeting the job requirements				
	Constitutional values - Citizenship	1	1		
	identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices				
	Becoming a professional in the 21st century	1	3		
	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.				
	Basic English skills	2	3		
	Speak with others using some basic English phrases or sentences				
	Communication skills	1	1		
	Follow good manners while communicating with others				
	Work with others in a team				
	Diversity and inclusion	1	1		

Communicate and behave appropriately with all genders and pwd				
Report any issues related to sexual harassment				
Financial and legal literacy	3	4		
Use various financial products and services safely and securely				
Calculate income, expenses, savings etc.				
Approach the concerned authorities for any exploitation as per legal rights and laws				
Essential digital skills	4	6		
Operate digital devices and use its features and applications securely and safely				
Use internet and social media platforms securely and safely				
Entrepreneurship	3	5		
Identify and assess opportunities for potential business				
Identify sources for arranging money and associated financial and legal challenges				
Customer service	2	2		
Identify different types of customers				
Identify customer needs and address them appropriately				
Follow appropriate hygiene and grooming standards				
Getting ready for apprenticeship and job	1	3		
Create a basic biodata				
Search for suitable jobs and apply				
Identify and register apprenticeship opportunities as per requirement				
Total marks	**20**	**30**		

MEP/N7107, v.4. **Provide security escort** **(Elective 1)**	**Carry out security escort duty**	20	30		
	List relevant tasks and instructions received during briefing related to the vehicular security escort duty from superior				
	Ascertain suitability and readiness of driver and vehicle for use during the escort duty (Suitability and readiness: the driver is conversant with route(s) and destination(s), the driver is not in an inebriated condition checking of the vehicle body; boot and bonnet; to ensure safety, first-aid kit, fire extinguisher and distress alarm)				
	Ensure necessary equipment and aids are carried during escort duty				
	Maintain communication with control room or supervisor as per instructions				
	Carry documents relevant to escort duty as per instructions				
	Use basic tracking tools or vehicle monitoring systems, if available, to ensure route safety and monitor deviations.				
	Respond to incidents affecting security and safety	20	30		
	Respond to risks as per organisation procedures, within limits of authority (Response: raise distress alarm, deter and resist miscreants, inform superior/concerned agencies)				
	Communicate and seek assistance in a timely manner, as per organisation protocols				
	Provide necessary information and support to the person/s being escorted within limits of authority				
	Identify and respond to technological alerts (e.g., panic buttons in vehicles) as per organizational protocols.				
	Total marks	**40**	**60**		
MEP/N7113, v.6.	**Handle firearms safely**	40	60		

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Observe safety while handling firearms (Elective 2)	Receive requisite training before using a firearm <mark>as per state law and established legal licensing protocol</mark>				
	Follow safety procedures with regard to firearms				
	Use firearms correctly following set standards				
	Maintain vigilance while on duty				
	Ensure security and safety of firearm in storage and during carriage				
	Handle misfires, following protocol				
	Maintain firearm before and after its use				
	Ensure documents related to firearms are complete and updated				
	Report inadequacies/incidents to superior and appropriate authority				
	Identify illegal/defective/modified firearm or ammunition				
	Avoid collateral damage while using a firearm				
	<mark>Inspect IoT-enabled firearm safety locks for functionality and ensure secure storage when not in use.</mark>				
	<mark>Identify and respond to electronic malfunction alerts in firearms equipped with basic digital components as per organizational protocols.</mark>				
	<mark>Operate secure communication devices to report firearm-related incidents, ensuring compliance with incident management protocols.</mark>				
	Total marks	**40**	**60**		
MEP/N0202, v.4. Application of computers (Optional)	**Identify parts of computer and storage devices**	10	10		
	Identify various parts of computers like CPU, keyboard, monitor, etc.				
	identify different types of storage devices e.g. portable <mark>Hard Disk Drive (HDD), memory chips, (Solid State Drive) SSD and cloud based</mark>				
	Operate computer	10	10		
	Plug the computer to power source and start it				

Install drivers and applications				
Access computer drives, directories, and folders				
Use various computer applications	10	20		
Use different applications and AI tools (e.g. Microsoft word, excel, Chat GPT) to perform various tasks				
Use multimedia settings and applications to upload and download documents, audio and video files				
Carry out basic troubleshooting				
Coordinate with IT department/service provider issues not under person's purview				
Use e-mail and video conferencing/ collaboration tools to communicate and send documents following organisational access control policy				
Follow safety and security guidelines	10	20		
Follow electrical safety precautions while using computers				
Follow the organisational access control and data security policies				
Follow cyber security guidelines while storing, retrieving or communicating information online				
Total marks	**40**	**60**		

Annexure 7: Assessment Strategy

Assessment system Overview

MEPSC will certify the learners. The assessor has to pass an online assessment of theoretical knowledge of the job role and be approved by MEPSC.

The assessment will have both theory and practical components in a 40:60 ratio.

While theory assessment is summative and a written exam; practical will involve demonstrations of applications and presentations of procedures and other components. Practical assessment will also be summative in nature.

Testing Environment

The training partner has to share the batch start date and end date, number of trainees and the job role. Assessment will be fixed for a day after the end date of training. It could be the next day or later. Assessment will be conducted at the training venue.

The room where the assessment is conducted will be set with proper seating arrangements with enough space to prevent copying.

Question bank of theory and practical will be prepared by assessment agency and approved by MEPSC. From this set of questions, the assessment agency will prepare the question paper. Theory testing will include multiple choice questions, pictorial questions, etc. which will test the trainee on theoretical knowledge of the subject.

The theory and practical assessments will be carried out on the same day. If the number of candidates is many, more assessors and additional venues will be organized on the same day of the assessment.

The presentation will be one mode of assessment and so computers and an LCD projector will be available for assessment. Viva will be used to gauge trainees' confidence and correct knowledge in handling assessment job situations.

The question paper will be pre-loaded onto the computer, and it will be in the language requested by the training partner.

Assessment Quality Assurance framework

Assessor has to go through orientation program organized by Assessment Agency. The training would give an overview to the assessors on the overall framework of QP evaluation. Assessor shall be given a NOS and PC level overview of each QP as applicable. The overall structure of assessment and objectivity of the marking scheme will be explained to them.

The giving of marks will be driven by an objective framework which will maintain standardization of marking scheme.

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In the case of many candidates to be accommodated in one venue for theory assessment, caution is taken not to let the candidates who competed test meet those who have not. Once the first batch has moved out of the knowledge-based assessment area, the second batch will be taken from the main waiting area and seated in the respective seats for their knowledge-based assessment.

For practical assessment, the instructions for taking the test are clearly written on the board in the lab or shared with the candidates verbally.

The assessment will be video recorded and submitted to MEPSC. The training partner will also intimate the time of arrival of the assessor and time of leaving the venue. The assessor carries a tablet which is geotagged. This allows MEPSC to additionally track this.

Methods of Validation
Unless the trainee is registered, the person cannot undergo assessment. To further ensure that the person registered is the person appearing for assessment, id verification will be carried out. Adhar card number is part of registering the candidate for training. This will form the basis of further verification during the assessment. Unless the candidate's name is registered, the person cannot take the test.

Assessor conducts the assessment in accordance with the assessment guidelines and question bank as per the job role.

The assessor carries a tablet with the loaded questions. This tablet is geotagged and so it is monitored to check their arrival and completion of assessment.

Video of the practical session is prepared and submitted to MEPSC.

Random spot checks/audit is conducted by MEPSC assigned persons to check the quality of assessment.

The assessment agency will be responsible for putting details in SIP.

MEPSC will also validate the data and results received from the assessment agency.

Method of assessment documentation and access
The assessment agency will upload the result of the assessment in the portal. The data will not be accessible for change by the assessment agency after the upload. The assessment data will be validated by the MEPSC assessment team. After uploading, only MEPSC can access this data. MEPSC approves the results within a week and uploads them on SIP.

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Annexure 8: Acronym and Glossary

Acronym

Acronym	Description
NSQF	National Skills Qualification Framework
QP	Qualification Pack
NOS	National Occupational Standards
OS	Occupational Standards
NCO	National Classification of Occupations
ISCO	International Standard Classification of Occupations
ISIC	The International Standard Industrial Classification of all economic activities
NSQC	National Skills Qualification Committee
NCVET	National Council for Vocational Education and Training

Glossary

Term	Description
Sector	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	The sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Standards (NOS)	NOS are occupational standards which apply uniquely in the Indian context.
Qualifications Pack (QP)	QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
Key Learning Outcome	Key learning outcome is the statement of what a learner needs to know, understand and be able to do in order to achieve the terminal outcomes. A set of key learning outcomes will make up the training outcomes. Training outcome is specified in terms of knowledge, understanding (theory) and skills (practical application).
Occupation	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria (PC)	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.

National Occupational Standard	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.
OJT (M)	On-the-job training (Mandatory); trainees are mandated to complete specified hours of training on site
OJT (R)	On-the-job training (Recommended); trainees are recommended the specified hours of training on site
Procedural Knowledge	Procedural knowledge addresses how to do something, or how to perform a task. It is the ability to work, or produce a tangible work output by applying cognitive, affective, or psychomotor skills.
Training Outcome	Training outcome is a statement of what a learner will know, understand and be able to do upon the completion of the training.
Terminal Outcome	Terminal outcome is a statement of what a learner will know, understand and be able to do upon the completion of a module. A set of terminal outcomes help to achieve the training outcome.
Declarative Knowledge	Declarative knowledge refers to facts, concepts and principles that need to be known and/or understood in order to accomplish a task or to solve a problem.
Electives	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
Options	Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.

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