



QUALIFICATION FILE

Metal Craft Artisan (including Engraving and Stamping as elective)

- 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

NCrF/NSQF Level: NSQF Level 4

Submitted By:

Handicrafts and Carpet Sector Skill Council-HCSSC

Tel number(s): 011-26139834

E-mail address: ceo@hcssc.in

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Section1: Basic Details

1.	Qualification Name	Metal Craft Artisan (including Engraving and Stamping as elective)	
2.	Sector/s	Handicrafts and Carpet Sector Skill Council	
3.	Type of Qualification <input type="checkbox"/> New <input checked="" type="checkbox"/> Revised <input type="checkbox"/> Has Electives/Options	NQR Code & version of the existing /previous qualification: <i>(change to previous, once approved)</i> NQR Code: 2022/HC/HCSSC/06748 Version of qualification: 3.0	Qualification Name of the existing version: <i>(previous, once approved)</i> Engraving and Stamping Artisan
4.	National Qualification Register (NQR) Code & Version <i>(Will be issued after NSQC approval)</i>	NQR Code: QG-04-HC-03853-2025-V2-HCSSC Version of qualification: 4.0	5. NCrF/NSQF Level: <i>NSQF Level 4</i>
6.	Award (Certificate/Diploma/ Advanced Diploma/Any Other) <i>(Wherever applicable specify multiple entry/exits also & provide details in annexure)</i>	NA	
7.	Brief Description of the Qualification	The individual at work is responsible for performing engraving and stamping on metal using tools, equipment and raw material as per the product requirement, to create/design the metal product.	

<p>8. Eligibility Criteria for Entry for Student/Trainee/Learner/Employee</p>	<p>a. Entry Qualification & Relevant Experience</p> <table border="1" data-bbox="982 293 1923 737"> <thead> <tr> <th>S. No.</th> <th>Academic/Skill Qualification (with Specialization - if applicable)</th> <th>Relevant Experience (with Specialization - if applicable)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>12th Grade Pass</td> <td></td> </tr> <tr> <td>2</td> <td>8th Grade pass</td> <td>1.5 Year relevant experience</td> </tr> <tr> <td>3</td> <td>5th grade pass</td> <td>3 years relevant experience</td> </tr> <tr> <td>4</td> <td>Ability to read and write</td> <td>5 years relevant experience</td> </tr> <tr> <td>5</td> <td>Previous relevant Qualification of NSQF Level 3.5</td> <td>1.5 years relevant experience</td> </tr> </tbody> </table> <p>b. Age: 18 years</p>						S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Relevant Experience (with Specialization - if applicable)	1	12th Grade Pass		2	8th Grade pass	1.5 Year relevant experience	3	5th grade pass	3 years relevant experience	4	Ability to read and write	5 years relevant experience	5	Previous relevant Qualification of NSQF Level 3.5	1.5 years relevant experience
S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Relevant Experience (with Specialization - if applicable)																						
1	12th Grade Pass																							
2	8th Grade pass	1.5 Year relevant experience																						
3	5th grade pass	3 years relevant experience																						
4	Ability to read and write	5 years relevant experience																						
5	Previous relevant Qualification of NSQF Level 3.5	1.5 years relevant experience																						
<p>9. Credits Assigned to this Qualification (as per National Credit Framework (NCrF))</p>	<p>16</p>			<p>10. Common Cost Norm Category (I/II/III) (wherever applicable): II</p>																				
<p>11. Any Licensing Requirements for Undertaking Training on This Qualification (wherever applicable)</p>	<p>NA</p>																							
<p>12. Training Duration by Modes of Training Delivery (Specify <i>Total Duration</i> as per selected training delivery modes and as per requirement of the qualification)</p>	<p><input checked="" type="checkbox"/> Offline Only <input type="checkbox"/> Online Only <input type="checkbox"/> Blended</p> <table border="1" data-bbox="940 1065 1967 1341"> <thead> <tr> <th>Training Delivery Modes</th> <th>Theory (Hours)</th> <th>Practical (Hours)</th> <th>OJT Mandatory (Hours)</th> <th>OJT Recommended (Hours)</th> <th>Total (Hours)</th> </tr> </thead> <tbody> <tr> <td>Classroom (offline)</td> <td>140 (With one elective</td> <td>340 (With one elective, Including</td> <td></td> <td></td> <td>480</td> </tr> </tbody> </table>						Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)	Classroom (offline)	140 (With one elective	340 (With one elective, Including			480						
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																			
Classroom (offline)	140 (With one elective	340 (With one elective, Including			480																			

		Includin g 40 hrs. of ES module)	20 Hrs. of ES module)			
		Online				
		<i>(Refer Blended Learning Annexure for details)</i>				
13.	Aligned to NCO/ISCO Code/s (if code is not available, then mention the same)	NCO-2015/3122.6400				
14.	Progression Path After Attaining the Qualification (Please show Professional and Academic progression) (wherever applicable)	Vertical Progression Merchandiser (Level 4.5) Horizontal Progression Casting Operator - Metalware (Level 4)				
15.	Other Indian Languages in which the Qualification & Model Curriculum are being Submitted	Hindi				
16.	Is similar Qualification(s) available on NQR-if yes, justification for this qualification	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No URLs of similar Qualifications:				
17.	Is the Job Role Amenable to Persons with Disability	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If “Yes”, specify applicable type of Disability: applicable to all types of disability except vision Impairment, mental health conditions, intellectual disability or (limited to physical disability where hands are used).				
18.	How participation of women will be encouraged?	Participants of women in the handicrafts and carpet sector can be encouraged by providing them skill development programs and creating accessible work opportunities for handicrafts products which is well known by the women of India.				
19.	Are Greening/ Environment Sustainability Aspects Covered (Specify the NOS/Module which covers it), wherever applicable	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				

20.	Is Qualification Suitable to be Offered in Schools/Colleges	Schools <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Colleges <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
21.	Name and Contact Details of Submitting / Awarding Body SPOC (In case of CS or MS, provide details of both Lead AB & Supporting ABs)	Name: Mr. Krishan Kumar Email: ceo@hcssc.in Contact No.: 011-26139834 Website: www.hcssc.in	
22.	Final Approval Date by NSQC: 18/02/2025	23. Validity Duration: 3 Years	24. Next Review Date: 18/02/2028

Section 2: Module Summary

NOS/s of Qualifications

(In exceptional cases these could be described as components)

Mandatory NOS/s:

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

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

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core / Non-Core	NCrF/ NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT- T- Ma n.	OJT- Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.	Entrepreneurship skills for Metal craft artisan	HCS/N8507 NOS Version 1.0	Core	4	2	20:00	40:00	NA	00:00	60:00	40	60	-	-	100	

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.	OJ T-Ma n.	OJT-Rec.	Total	Th.	Pr.	Proj .	Viv a	Total	Weighta ge (%) (if applicabl e)
2.	Coordinate with colleagues and work as a team	HCS/N9901 NOS Version 6.0	Non-core	4	1	10:00	20:00	NA	00:00	30:00	35	65	-	-	100	
3.	Maintain health, safety and security at workplace	HCS/N9913 NOS Version 1.0	Non-Core	4	1	10:00	20:00	NA	00:00	30:00	30	70	-	-	100	
4.	Maintain Personal Hygiene	HCS/N9903 NOS Version 3.0	Non-core	4	1	05:00	25:00	NA	00:00	30:00	30	70	-	-	100	
5.	Basic Business management	HCS/N9904 NOS Version 3.0	Non-Core	4	1	05:00	25:00	NA	00:00	30:00	35	65	-	-	100	
6.	Employability &	DGT/VSQ	Non-	4	1	40:00	20:00	NA	00:00	60:00	20	30	-	-	50	

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.	OJ T- Man.	OJT- Rec.	Total	Th.	Pr.	Proj .	Viv a	Total	Weightage (%) (if applicable)
	Entrepreneurship Skills	/N0102 NOS Version 1.0	core				0		0							
Duration (in Hours) / Total Marks					7	90:00	150:00	NA	00:00	240:00	190	360	-	-	550	

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 .	Viv a	Total	Weightage (%) (if applicable)
1.	Perform pre engraving requirements	HCS/N2902 NOS Version No. 2.0	Core	4	2	20:00	40:00	NA	00:00	60:00	36	64	-	-	100	
2.	Engrave design on the	HCS/N29	Core	4	6	30:	150	NA	00:0	180:	28	72	-	-	100	

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)
	metal surface	03 NOS Version No. 2.0				00	:00		0	00						
3.	Perform stamping on the metal surface	HCS/N28 03 NOS Version No. 2.0	Core	4	8	50:00	190:00	NA	00:00	240:00	39	61	-	-	100	
Duration (in Hours) / Total Marks					16	100:00	380:00		00:00	480:00	103	197			300	

Assessment - Minimum Qualifying Percentage

Please specify any one of the following:

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

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

Section 3: Training Related

1.	Trainer’s Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	12 th grade pass with 2 years’ experience in the relevant sector and 1 year of teaching experience
2.	Master Trainer’s Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	Graduate with 3 years’ experience in the relevant sector and 4 years of teaching experience
3.	Tools and Equipment Required for the Training	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If “Yes”, details to be provided in Annexure)
4.	In Case of Revised Qualification, Details of Any Upskilling Required for Trainer	NA

Section 4: Assessment Related

1.	Assessor’s Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	12 TH Grade pass/ Graduate with Basic IT skills in the experience of performing engraving and stamping on metal using tools, equipment and raw material as per product requirement
2.	Proctor’s Qualification and experience in relevant sector (in years) (as per NCVET guidelines) wherever applicable	12 TH Grade pass/ Graduate with Basic IT skills in the experience of performing engraving and stamping on metal using tools, equipment and raw material as per product requirement

3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines) wherever applicable	12 TH Grade pass/ Graduate with Basic IT skills in the experience of performing engraving and stamping on metal using tools, equipment and raw material as per product requirement
4.	Assessment Mode (Specify the assessment mode)	Blended
5.	Tools and Equipment Required for Assessment	<input checked="" type="checkbox"/> Same as for training <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (details to be provided in Annexure-if it is different for Assessment)

Section 5: Evidence of 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: 30
5.	Estimated nos. of persons to be trained and employed: 750 approx.
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments If "No", why: Yes

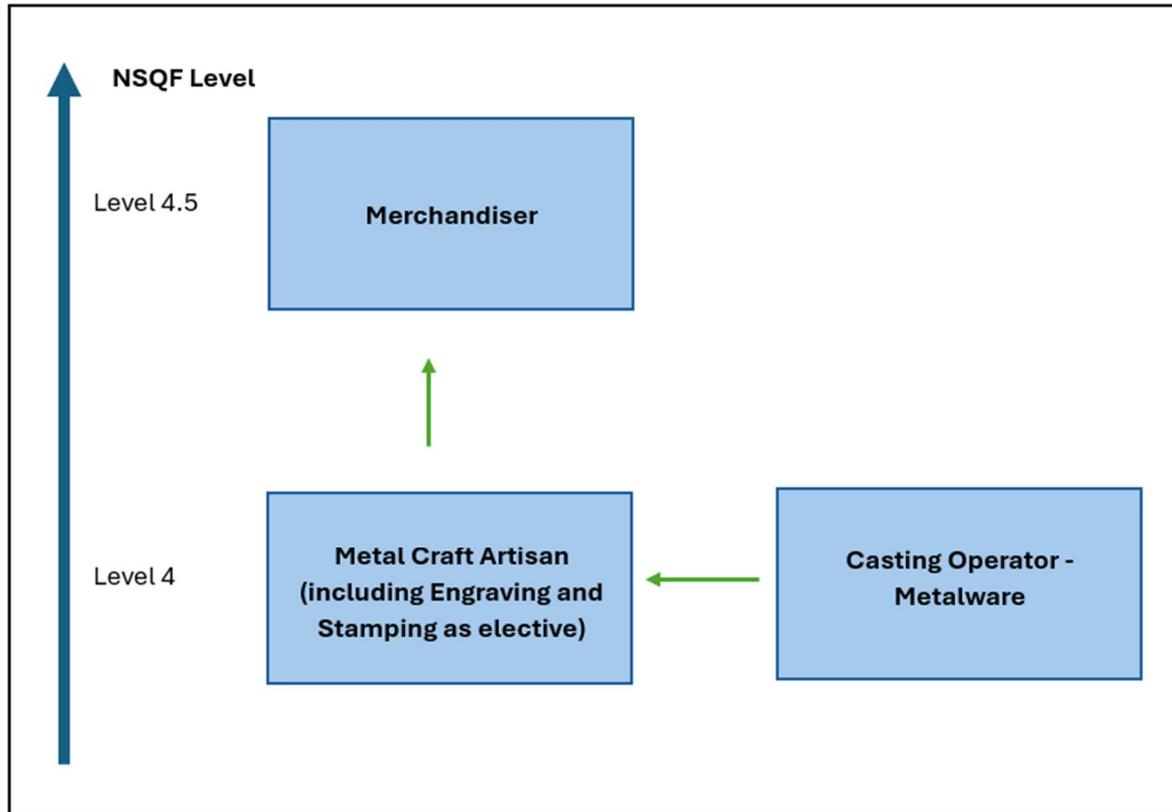
Section 6: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

1.	Annexure: NCrF/NSQF level justification based on NCrF level/NSQF descriptors	Annexure 1
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	<i>(Mandatory)</i>	
2.	Annexure: List of tools and equipment relevant for qualification <i>(Mandatory, except in case of online course)</i>	Annexure 2
3.	Annexure: Detailed Assessment Criteria <i>(Mandatory)</i>	Annexure 6
4.	Annexure: Assessment Strategy <i>(Not Mandatory)</i>	Annexure 7
5.	Annexure: Blended Learning <i>(Mandatory, in case selected Mode of delivery is Blended Learning)</i>	<p>Blended learning called a “flipped classroom”, “hybrid learning” or “mixed learning,” is an approach that mixes instructor-led classroom training with online content, which could be in the form of on-demand videos that learners review outside of class. The live instruction can be face-to-face or online (via a live virtual classroom or even two-way video), or there might be no live lecture at all.</p> <p>Blended learning represents a learning model that combines both formal (traditional classroom) and non-formal (online) methodologies.</p> <p>(Annexure 5)</p>
6.	Annexure: Multiple Entry-Exit Details <i>(Mandatory, in case qualification has multiple Entry-Exit)</i>	The Multiple entry and exit criteria would help in fragmenting an entire program into smaller units with due acknowledgement being given to each unit of learning. The credit transfer mechanism will also enable a student to enter, exit and re-enter the educational ecosystem both general and vocational at any point of time.
7.	Annexure: Acronym and Glossary <i>(Optional)</i>	(Annexure 8)
8.	Supporting Document: Model Curriculum <i>(Mandatory – Public view)</i>	Model Curriculum attached separately
9.	Supporting Document: Career Progression <i>(Optional - Public view)</i>	Career Progression/ Job Role Progression appended below

10. Any other document you wish to submit:



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
<p>Professional Theoretical Knowledge/Process</p>	<p>Few of the job elements, expected to be performed by engraving and stamping artisan opting for metal engraving are: Example:</p> <ul style="list-style-type: none"> • understand work requirement • understand the engraving method for its shape, style, materials, etc. • understand the areas to be engraved • assemble the required raw materials • prepare the metal surface • trace or outline the design on the metal surface i.e. cut the design onto the surface • use appropriate tools for hand engraving method for smaller space inscriptions <p>Few of the job elements, expected to be performed by engraving and</p>	<p>This is at level 4, it requires clear choice of procedures, as here the procedure is standardised by the direction of the supervisor Example</p> <ul style="list-style-type: none"> • ensure accuracy, cleanliness and designing in the engraving process as per requirement • ensure the output delivered is defect • free and hazard free 	<p>4</p>

	<p>stamping artisan opting for metal stamping are: Example:</p> <ul style="list-style-type: none"> • understand work requirement • decide on the relevant stamping process to be performed from hydraulic, mechanical, etc. • cut and bend the metal sheet forming it to the desired shape • select the appropriate color to be stamped on the metal in such a way that it is easily seen 		
<p>Professional and Technical Skills/ Expertise/ Professional Knowledge</p>	<p>The incumbent has factual knowledge of field of knowledge or study which is in this case includes metal engraving:</p> <ul style="list-style-type: none"> • workflow involved in metal making process • metalcraft details • metal making process and types of products • creating designs and tracing the outline • ensure accuracy, cleanliness and designing in the engraving 	<p>t is at level 4 as this level as outlined above requires factual knowledge of field of study and not mere basic facts, process and principle knowledge of trade of employment</p>	<p>4</p>

	<p>process as per requirement</p> <ul style="list-style-type: none"> ensure the output delivered is defect free and hazard free <p>The incumbent has factual knowledge of field of knowledge or study which is in this case includes metal engraving:</p> <ul style="list-style-type: none"> understand the job sheet and he stamping methods check for defects such as wrinkles, splits, material thinning, etc. rectify and rework if any mistakes are found unmatching the design specifications and requirements 		
<p>Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill</p>	<p>Few of the job elements, expected to be performed by engraving and stamping artisan opting for metal engraving are:</p> <p>Example:</p> <ul style="list-style-type: none"> understand work requirement understand the engraving method for its shape, style, materials, 	<p>This is at level 4 as it is missing required cognitive skills and range of methods for problem solving which is for level 5. Not level 3 as there is independent work and not mere assisting, at the same time there are variables involved</p>	<p>4</p>

	<p>etc.</p> <ul style="list-style-type: none"> • understand the areas to be engraved • assemble the required raw materials • prepare the metal surface • trace or outline the design on the metal surface i.e. cut the design onto the surface • use appropriate tools for hand engraving method for smaller space inscriptions <p>Few of the job elements, expected to be performed by engraving and stamping artisan opting for metal stamping are: Example:</p> <ul style="list-style-type: none"> • understand work requirement • decide on the relevant stamping process to be performed from hydraulic, mechanical, etc. • cut and bend the metal sheet forming it to the desired shape • select the appropriate color 		
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	to be stamped on the metal in such a way that it is easily seen		
Broad Learning Outcomes/Core Skill	<p>Few of the job elements, expected to be performed by engraving and stamping artisan opting for metal engraving are: Example:</p> <ul style="list-style-type: none"> • understand work requirement • understand the engraving method for its shape, style, materials, etc. • understand the areas to be engraved • assemble the required raw materials • prepare the metal surface • trace or outline the design on the metal surface i.e. cut the design onto the surface • use appropriate tools for hand engraving method for smaller space inscriptions <p>Few of the job elements, expected to be performed by</p>	Written and oral communication is required with clarity so its level 4.	4

	<p>engraving and stamping artisan opting for metal stamping are: Example:</p> <ul style="list-style-type: none"> • understand work requirement • decide on the relevant stamping process to be performed from hydraulic, mechanical, etc. • cut and bend the metal sheet forming it to the desired shape • select the appropriate color to be stamped on the metal in such a way that it is easily seen 		
Responsibility	Should perform all the tasks of engraving and stamping metal precisely and in a responsible manner.	Responsible for own work and learning therefore at level 4	4

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
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Metal Craft Artisan (including Engraving and Stamping as elective)

1	Stamping machine	Used to create precise and detailed impressions on metal surfaces	2 Eqpt Nos
2	Carbon paper	Used as a transfer medium, ensuring accurate reproduction of designs onto metal sheets	4 Bundle
3	Tracing paper	Used to draft and refine intricate designs before transferring them onto metal surfaces	4 Bundle
4	Marker	Utilized for outlining and marking specific areas on metal sheets	5 Eqpt Nos
5	Buffing machine	Used to polish and enhance the finish of engraved metal surfaces, adding a professional touch	2 Eqpt Nos
6	Rubbing paper	Used to transfer engraved designs onto various materials	2 Bundle
7	Knife/cutter	Essential for the precision cutting of materials during the engraving and stamping process	30 Eqpt Nos
8	Magnifier	A tool enabling the engraving and stamping artisan to examine and refine intricate details in their work	10 Eqpt Nos
9	Graver	Employed by engraving artisans to carve fine lines and details into metal surfaces with precision and control	5 Bundle
10	Chisel	Used in the engraving process to create textured patterns and depth in metal surfaces, showcasing the artisan's craftsmanship	8 Types
11	Hammer	Applied to the chisel or graver, aiding the engraving and stamping artisan in shaping and refining the metal surface with controlled force	7 Types
12	Permanent metal color	Used to add vibrant and lasting colors to engraved designs	1 Piece
13	Fire extinguisher- a, b or c	Used as a safety measure to address any potential fire hazards	1 Unit
14	Cleaning equipment (mop, duster, metal surface cleaning)	Essential tools for maintaining a clean and organized workspace	5 Unit

	solution)		
15	Stamping machine mechanical	Used for mechanical stamping processes, providing the engraving artisan with efficient and controlled means to imprint designs onto metal surfaces	2 Piece
16	Metal sheet	The canvas for the engraving artisan, serving as the base material onto which intricate designs are meticulously etched and stamped	20 Feet
17	Stamping die	A specialized tool used with a hydraulic or mechanical stamping machine to shape and impress designs onto metal surfaces with precision	5 Piece
18	Stamping punch	Paired with a stamping die, this tool is instrumental in creating defined impressions and patterns on metal sheets	5 Piece
19	Stamping machine hydraulic	Offers the engraving artisan a powerful and versatile tool for achieving intricate designs through hydraulic pressure	2 Piece

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. White Board
2. Marker/Pen
3. Duster
4. First-aid
5. PPE Kit

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	MARQUE IMPEX PVT. LTD.	SHARIB IRFAN	Manager	Opposite Noorpur Village, Majra Bastoor, Chandausi Road Moradabad, UP-244001	9760767526	sharib@marqueimpex.com	
2	SHRI GANPATI SALES	ARUN KUMAR VARMA	Proprietor	K-31/28, Ganesh Chanwar Gali, Bhairo Nath, Varansi -221001	9305129549		
3	MSME	AMAN	Artisan	Faredi, Moradabad – 244001 (UP)	9634979222		
4	MSME	ANEES KHAN	Artisan	Idres neta wali gali, Moradabad-244001	7248868543		
5	MSME	ANWAR	Artisan	Karula, Near moti masjid, Moradabad-244001 (UP)	8534934078		
6	MSME	DEVENDRA SINGH	Artisan	Kira Shahabad, Dhoulasar,	7351711734		

				Rampur-244922 (UP)			
7	MSME	DHARVENDR	Artisan	Indra, Rampur-244901 (UP)	7042334305		
8	MSME	DIPAK KUMAR	Artisan	Malak Basira Khas, Moradabad – 244001 (UP)	9756497511		
9	MSME	INTEKHAB ALAM	Artisan	Kabab Wali Gali, Saraj Husaini Begam, Moradabad – 244001 (UP)	9897229730		
10	MSME	JAIPAL	Artisan	Farendi-Moradabad-202411 (UP)	9997419435		
11	MSME	JITENDRA SINGH	Artisan	Faredi Rampur, Maigan, Moradabad-244001 (UP)	9548867121		
12	MSME	JUNED	Artisan	Rahamanl nagar gali, Moradabad-	7520512792		
13	MSME	MOHD.ADNAN	Artisan	Mohd.Adnan, Thatera Street , Moradabad	9411690793		
14	MSME	MOHD. FAISAL	Artisan	Mohd. Faisal, Barwara Majhra, Moradabad	9557052184		
15	MSME	MOHD. IKBAL	Artisan	jatav basti, Aslatpura ,	9756854901		

				Moradabad			
16	MSME	MOHD IMRAN	Artisan	Banjaro wali gali , Moradabad	9528433459		
17	MSME	MOHD. SAMI	Artisan	Gali -3, Mana Nagar, Jayanagar Moradabad – 244001 (UP)	8218725281		
18	MSME	MOHD. YOK	Artisan	Mohalla Thathera Mazar Wali Gali, Moradabad – 244001 (UP)	9639088092		
19	MSME	MOHD. ALAM	Artisan	Kundarki, Moradabad - 202413 (UP)	8057535767		
20	MSME	MOHSIN RAZA	Artisan	Sofipur, Moradabad- 202411	9557269823		
21	MSME	MUNENDRRA KUMAR	Artisan	Noorpur, Mohanpur , Moradabad	8077857599		
22	MSME	PHURKAN	Artisan	Bhandari, Pakbara , Moradabad	9927372390		
23	MSME	ROHIT	Artisan	Uncha Gaon, Rustampur, Bodhmar, Moradabad – 244001 (UP)	6396495557		
24	MSME	SANAJUL HASAN	Artisan	Pakbara , Moradabad- 244102 (UP)	9927667070		
25	MSME	SANJAY SINGH	Artisan	H. No.-107	9536457237		

				Kira, Dholasar isabad, Moradabad- 244001 (UP)			
26	MSME	SHAHNAWAZ	Artisan	Bilari, Syaundara, Moradabad – 202411 (UP)	7055185767		
27	MSME	SHALIM	Artisan	Rampur Maigan, Moradabad- 244001	7500183017		
28	MSME	SIRAJUDDIN	Artisan	H No.-86 Saidi Sarai, Near Alam Biryani Moradabad – 244001 (UP)	8279858543		
29	MSME	SONU SINGH	Artisan	Sonu Singh , Mohanpur, Moradabad- 202413	7302423190		
30	MSME	VISHAL BABU	Artisan	Bastaur, Moradabad- 244001	9412494795		
31	MSME	ZEESHAN	Artisan	38 Peergaib, G/NO-1, Babu Tailor, Moradabad – 244001 (UP)	7534849811		
32	MSME	BRIJESH SINGH	Artisan	Chitari, Moradabad- 202411 (UP)	8449589596		
33	MSME	KANWAR PAL	Artisan	Goojar,	9760915549		

		SINGH		Sendara, Rampur Patti, Moradabad- 202411 (UP)			
34	MSME	RAJESH	Artisan	Faredi, Rampur Megan, Moradabad- 202411 (UP)	7818830463		
35	MSME	SAIF ALI		H NO.- 16/306 Bhura KA, Chuaraha, Jadav Basti, Moradabad- 244001(UP)	9837441128		

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
2023-24	750	Self-employment	Approx. 60%	Self-employment	N/A	N/A
2024-25	1000	Self-employment	Approx. 60%	Self-employment	N/A	N/A
2025-26	1250	Self-employment	Approx. 60%	Self-employment	N/A	N/A

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

3.0	2021-2022	280	220	220	Self-employed	More than 60%	More than 60%	More than 60%	Self-employed	NA	NA	NA	NA
3.0	2022-2023	180	179	179	Self-employed	More than 60%	More than 60%	More than 60%	Self-employed	NA	NA	NA	NA
3.0	2023-2024	529	520	520	Self-employed	More than 60%	More than 60%	More than 60%	Self-employed	NA	NA	NA	NA

Applicable for revised qualifications only, data to be provided for past 3 years.

List Schemes in which the previous version of Qualification was implemented:

1. PMKVY 4.0
2. ODOP

Content availability for previous versions of qualifications: Yes

Participant Handbook Facilitator Guide Digital Content Qualification Handbook Any Other:

Languages in which Content is available: English and Hindi

Annexure 5: 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
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1	<input checked="" type="checkbox"/> Theory/ Lectures - Imparting theoretical and conceptual knowledge	<ul style="list-style-type: none"> • Qualification/ Syllabus • Books/ e-books • Presentations 	<ul style="list-style-type: none"> • Without use of appropriate tech tools 80% Offline and only up to 20% online otherwise. • Online Instructor led teaching, can be one-to one or one to many or many-to-many: up to 80% to 100% online
2	<input checked="" type="checkbox"/> Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners	<ul style="list-style-type: none"> • Presentations • E-Content/ Curated digital content 	<ul style="list-style-type: none"> • Without use of appropriate tech tools, 80% Offline and only upto 20% online otherwise. 100% virtual while working in virtual teams / virtual collaboration
3	<input checked="" type="checkbox"/> Showing Practical Demonstrations to the learners	<ul style="list-style-type: none"> • Projector, laptop various tools and equipment 	<ul style="list-style-type: none"> • For all skills, where a physical product is created, at least 50% shall be on practical demonstrations and site visits
4	<input checked="" type="checkbox"/> Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training	<ul style="list-style-type: none"> • Projector, laptop, various tools and equipment 	<ul style="list-style-type: none"> • 100% offline without the use of any technology tools.
5	<input checked="" type="checkbox"/> Tutorials/ Assignments/ Drill/ Practice	<ul style="list-style-type: none"> • Learning Management system 	<ul style="list-style-type: none"> • 70% offline and upto 30% online where a physical product is created as part of skilling
6	<input type="checkbox"/> Proctored Monitoring/ Assessment/ Evaluation/ Examinations		
7	<input type="checkbox"/> On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training		

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
HCS/N8507: Entrepreneurship skills for Metal craft artisan	Artistic Creativity and Innovation	12	18	-	-
	PC1. create distinctive, appealing, and high-quality engraved or stamped metal products	2	3	-	-
	PC2. keep up with current market trends, innovating designs to meet changing tastes while maintaining traditional craftsmanship	3	4	-	-
	PC3. make personalized items for customers, such as engraving names or custom designs on metal pieces	2	4	-	-
	PC4. mix modern styles or current trends to keep their designs fresh and relevant	3	4	-	-
	PC5. explore new tools and methods to improve or change how they create their metal art	2	3	-	-
	Technical Skills	10	16	-	-
	PC6. skill in using specialized tools for engraving and stamping, such as chisels, hammers, and engraving machines, to create precise designs on metal surfaces	3	4	-	-
	PC7. identify different types of metals (e.g., copper, brass, silver) and how each responds to engraving and stamping processes, including how to handle and shape them	2	4	-	-
	PC8. use polish, buff, and finish metal products to give them a professional and appealing look	3	4	-	-
	PC9. ability to read and translate designs (sketches, blueprints, or digital designs) into metalwork	2	4	-	-
	Product Development and Design	8	10	-	-
PC10. start by understanding what customers want	2	3	-	-	
PC11. sketch or plan different designs based on customer preferences	2	3	-	-	

	PC12. make a sample piece, or prototype, to see how the design looks in real life	2	4	-	-
	PC13. consider how different materials will affect the design and durability of the final product	2	-	-	-
	Operational Efficiency and Production Management	4	6	-	-
	PC14. focus on making the work processes smoother and faster	2	3	-	-
	PC15. managing the time well and can meet deadlines and keep customers happy	2	3	-	-
	Networking and Collaboration	6	10	-	-
	PC16. identify new people in the industry, like other artisans, suppliers, and customers	2	3	-	-
	PC17. collaborate with other artisans or experts allows to learn new techniques and skills	2	3	-	-
	PC18. sharing experiences can help improve the craft and grow the business	2	4	-	-
	NOS Total	40	60	-	-
HCS/N9901: Coordinate with colleagues and work as a team	Interact with supervisor or superior	7	15	-	-
	PC1. Comply with health, safety gender, and PwD (People with disability) related instructions applicable to the workplace.	2	5	-	-
	PC2. Actively participate in mock drills/ evacuation procedures; group discussions, training sensitization programs for gender, and PwD awareness organized at the workplace.	2	5	-	-
	PC3. Receive job orders and instructions from reporting supervisor and receive feedback on work standards.	2	5	-	-
	PC4. Understand the work output requirements, targets, performance indicators and incentives.	2	5	-	-
	PC5. Deliver quality work on time and report any anticipated reasons for delays and handover completed work to supervisor.	3	5	-	-
	PC6. Report on any grievances, production defects and any potential hazards.	3	5	-	-

	Work as a team by coordinating with colleagues within and outside the department and include inputs on PwD & Gender Sensitisation	6	10	-	-
	PC7. Communicate maintenance and repair schedule proactively to the supervisor.	3	5	-	-
	PC8. Interact and clarify doubts on design, usage of materials & tools, quality & standards compliance, etc.	3	5	-	-
	Report and Document	15	25	-	-
	PC9. Report in time for shortage or need of raw materials.	3	5	-	-
	PC10. Communicate with colleagues from within and other departments, clearly and effectively on all aspects to carry out the work among the team.	3	5	-	-
	PC11. Maintain the etiquette, use polite language, demonstrate responsible and disciplined behavior towards colleagues.	3	5	-	-
	PC12. Put team over individual goals and multitask or share work where necessary supporting the colleagues.	3	5	-	-
	PC13. Document all the details accurately relating to ones role as required.	3	5	-	-
	Total Marks	35	65	-	-
HCS/N9913: Maintain health, safety and security at workplace	Comply with health, safety and security requirements at work	30	70	-	-
	PC1. Comply with health and safety related instructions applicable to the workplace.	2	6	-	-
	PC2. Use and maintain personal protective equipment as per protocol.	2	6	-	-
	PC3. Carry out your own activities in line with approved guidelines and procedures.	2	6	-	-
	PC4. Maintain a healthy lifestyle and guard against dependency on intoxicants.	2	6	-	-
	PC5. Follow environment management system related procedures.	2	4	-	-

	PC6. Store materials and tools in line with manufacturers and organisational requirements.	2	3	-	-
	PC7. Safely handle and move waste and debris.	1	3	-	-
	PC8. Minimize health and safety risks to self and others due to own actions.	2	4	-	-
	PC9. Seek clarifications, from supervisors or other authorized personnel in case of perceived risks.	1	3	-	-
	PC10. Monitor the workplace and work processes for potential risks and threats.	1	3	-	-
	PC11. Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned.	2	3	-	-
	PC12. Report hazards and potential risks/ threats to supervisors or other authorized personnel.	3	4	-	-
	PC13. Participate in mock drills/ evacuation procedures organized at the workplace.	2	3	-	-
	PC14. Undertake first aid, fire-fighting and emergency response training, if asked to do so.	2	4	-	-
	PC15. Take action based on instructions in the event of fire, emergencies or accidents.	2	6	-	-
	PC16. Follow organisation procedures for evacuation when required.	2	6	-	-
	Total Marks	30	70	-	-
HCS/N9903: Maintain Personal Hygiene	Adopt healthy work practices	18	48	-	-
	PC1. always cover the mouth and nose with a dust mask while working and keep on changing when it gets blocked with dust	3	8	-	-
	PC2. wear safety shoes while visiting the production unit to avoid any damage	3	8	-	-
	PC3. wear personal protective equipment while visiting the different departments during production. or example mask in the washing section, glasses and mask in an assembly line, and gloves in the printing section, etc.	3	8	-	-

	PC4. always wash sanitize your hands after a factory unit before touching any document, laptop, cell phone, etc.	3	8	-	-
	PC5. undergo preventive health checkups at regular intervals.	3	8	-	-
	PC6. take prompt treatment from the doctor in case of illness.	3	8	-	-
	Achieve work productivity while maintaining health	12	22	-	-
	PC7. follow SOPs for dealing with blisters; scratches; accidental fires or any other type of emergencies at work	4	7	-	-
	PC8. ensure no productivity loss or absenteeism from work due to illness	4	7	-	-
	PC9. ensure no long-term ill effect on personal health.	4	8	-	-
	Total Marks	30	70	-	-
HCS/N9904: Basic Business Management	People management	3	6	-	-
	PC1. arrange Interactive meetings of managers of sales and production teams and categorize the issues and feedbacks of both the teams	1	2	-	-
	PC2. train the employees of his/her unit with the appropriate skills required to make market relevant and quality products	1	2	-	-
	PC3. motivate the employees	1	2	-	-
	Product planning	8	16	-	-
	PC4. compile a report based on old production reports	1	2	-	-
	PC5. address the issues faced in previous productions and try to resolve them	1	2	-	-
	PC6. gather and analyze the cues from the market	1	2	-	-
	PC7. ascertain the customer preference	1	2	-	-
	PC8. develop product range lines based on current market preference	1	2	-	-
	PC9. develop product range lines that are unique and able to price high	1	2	-	-
	PC10. price the products according to market trends	1	2	-	-
	PC11. identify the competent marketing strategy for the product range	1	2	-	-

Procurement of raw materials	7	14	-	-
PC12. list of the raw materials and prepare a B.O.M according to the product lines	1	2	-	-
PC13. ascertain the quantity and right price to procure the materials	1	2	-	-
PC14. identify the right locations/agents from where the raw materials can be procured	1	2	-	-
PC15. negotiate to get the best price	1	2	-	-
PC16. ensure quality materials are procured	1	2	-	-
PC17. ensure the procured materials are stored in appropriate conditions	1	2	-	-
PC18. compile a record of price quotations, POs, and bills of procurement for future reference	1	2	-	-
Market interfacing	7	14	-	-
PC19. maintain a healthy and professional relationship with vendor	1	2	-	-
PC20. the competitive market falls in order with the company policies of best price, quality, and delivery parameters	1	2	-	-
PC21. analyze the prevalent price for product lines	1	2	-	-
PC22. decide on the most effective means to access the market	1	2	-	-
PC23. plan for cost-effective transportation to the market	1	2	-	-
PC24. position the product according to market requirements	1	2	-	-
PC25. identify and address the expectations of customer	1	2	-	-
Financial management	4	8	-	-
PC26. analyze and ascertain the cost of production	1	2	-	-
PC27. maintain the book of accounts related to the business	1	2	-	-
PC28. maintain export documents like a letter of credit, custom clearance	1	2	-	-
PC29. identify cost-effective means of running the business	1	2	-	-
Record keeping	6	7	-	-

	PC30. identify various aspects of business that require recording	1	2	-	-
	PC31. design formats for recording	1	1	-	-
	PC32. compile various records of all aspects of the business	1	1	-	-
	PC33. maintain these records with periodic updations	1	1	-	-
	PC34. maintain necessary documents as per local government and regulatory requirements	1	1	-	-
	PC35. reframe the procurement strategy according to local scenarios like weather conditions, transport strikes, affected prices, etc.	1	1	-	-
	Total Marks	35	65	-	-
DGT/VSQ/N0102: Employability Skills (60 Hours)	Introduction to Employability Skills	1	1	-	-
	PC1. identify employability skills required for jobs in various industries	-	-	-	-
	PC2. identify and explore learning and employability portals	-	-	-	-
	Constitutional values – Citizenship	1	1	-	-
	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	-	-	-	-
	Becoming a Professional in the 21st Century	2	4	-	-
	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	-	-	-	-
	Basic English Skills	2	3	-	-
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	-	-	-	-
Career Development & Goal Setting	1	2	-	-
PC10. understand the difference between job and career	-	-	-	-
PC11. prepare a career development plan with short- and long-term goals, based on aptitude	-	-	-	-
Communication Skills	2	2	-	-
PC12. follow verbal and non-verbal communication etiquette and active listening techniques in various settings	-	-	-	-
PC13. work collaboratively with others in a team	-	-	-	-
Diversity & Inclusion	1	2	-	-
PC14. communicate and behave appropriately with all genders and PwD	-	-	-	-
PC15. escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-
Financial and Legal Literacy	2	3	-	-
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	-	-	-	-
Essential Digital Skills	3	4	-	-
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	-	-	-	-
	Entrepreneurship	2	3	-	-
	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	-	-	-	-
	Customer Service	1	2	-	-
	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	-	-	-	-
	Getting ready for apprenticeship & Jobs	2	3	-	-
	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	-	-	-	-
	Total Marks	20	30	-	-
HCS/N2902:	Understanding work requirement	9	18	-	-
Perform pre engraving requirements	PC1. understand the engraving method for its shape, style, materials, etc.	3	6	-	-
	PC2. understand the areas to be engraved	3	6	-	-

	PC3. plan the target on number of pieces to be completed	3	6	-	-
	Assembling the required raw materials	21	35	-	-
	PC4. select the appropriate tool such as hammer, chisel, gravers, magnifier, etc. to engrave	3	5	-	-
	PC5. sharpen the tools periodically	3	5	-	-
	PC6. collect and arrange the materials to begin the process	3	5	-	-
	PC7. report on any shortage or defect of raw materials to the concerned person	3	5	-	-
	PC8. collect the metal product to be engraved	3	5	-	-
	PC9. report on any shortage or defect of raw materials to the concerned person	3	5	-	-
	PC10. collect the metal product to be engraved	3	5	-	-
	Preparing the metal surface	6	11	-	-
	PC11. clean the surface of the metal using a wet cloth and soapy water	3	5	-	-
	PC12. dry the surface	3	6	-	-
	Total Marks	36	64	-	-
HCS/N2903: Engrave design on the metal surface	Creating design on the metal surface	6	12	-	-
	PC1. choose the appropriate engraving method based on the type of metal used	2	4	-	-
	PC2. choose the appropriate raw materials according to the engraving method	2	4	-	-
	PC3. trace or outline the design on the metal surface i.e. cut the design onto the surface	2	4	-	-
	Engraving the design onto the metal surface	16	42	-	-
	PC4. use the appropriate tool such as graver, hammer, chisel, etc. for engraving styling selecting the tool with appropriate shape and size as required	2	4	-	-
	PC5. use appropriate tools for hand engraving method for smaller space inscriptions	2	4	-	-
	PC6. level the inner surface	2	4	-	-

	PC7. carve the design or letters on the metal surface as per design requirement	2	6	-	-
	PC8. perform shading to the engraved portion	2	6	-	-
	PC9. add varnish to the engraved portion	2	6	-	-
	PC10. ensure not to apply too much force during cutting or engraving	2	6	-	-
	PC11. ensure to use safety measures such as respirator, mask, etc.	2	6	-	-
	Achieving quality standards	6	18	-	-
	PC12. ensure accuracy, cleanliness and designing in the engraving process as per requirement	2	6	-	-
	PC13. ensure the target number of pieces are engraved	2	6	-	-
	PC14. ensure the output delivered is defect free and hazard free	2	6	-	-
	Total Marks	28	72	-	-
HCS/N2803: Perform stamping on the metal surface	understanding work requirement	4	8	-	-
	PC1. receive instructions on work requirements from superior	1	2	-	-
	PC2. receive and understand the design specifications	1	2	-	-
	PC3. understand the job sheet and the stamping methods	1	2	-	-
	PC4. plan the target on the number of pieces to be completed	1	2	-	-
	assembling the required materials	5	10	-	-
	PC5. select the appropriate tool and machine for stamping such as die, puncher, etc.	1	2	-	-
	PC6. collect and arrange the materials to begin the process	1	2	-	-
	PC7. report on any shortage or defect of raw materials or machine to the concerned person	1	2	-	-
	PC8. ensure to stock the required materials in advance	1	2	-	-
	PC9. collect the metal product to be stamped	1	2	-	-
performing stamping on the metal surface	20	28	-	-	
PC10. decide on the relevant stamping process to be performed from hydraulic, mechanical, etc.	1	2	-	-	

	PC11. set the stamping machine if using the machine	1	2	-	-
	PC12. turn on the machine to perform the stamping	1	2	-	-
	PC13. cut and bend the metal sheet forming it to the desired shape	1	2	-	-
	PC14. use the appropriate stamping tool	1	2	-	-
	PC15. ensure to align and space the sheet metal at the appropriate position	1	2	-	-
	PC16. arrange the metal stamps in the order of using them	1	2	-	-
	PC17. select the appropriate color to be stamped on the metal in such a way that it is easily seen	1	2	-	-
	PC18. ensure to wipe off the excess ink if color is given manually to the stamped work	1	1	-	-
	PC19. insert the flat metal sheet into the die	1	1	-	-
	PC20. activate the stamping machine to create the design	1	1	-	-
	PC21. ensure the appropriate speed is set for the stamp	1	1	-	-
	PC22. ensure the metal sheet inserted is of appropriate size and shape to fit the stamp machine	1	1	-	-
	PC23. ensure to use the appropriate die to stamp the metal sheet if done by hand	1	1	-	-
	PC24. ensure the appropriate punching force is applied when using a hand press	1	1	-	-
	PC25. ensure the same amount of force is given to all the metal sheets	1	1	-	-
	PC26. pierce holes where required for the finished part	1	1	-	-
	PC27. ensure perform stamping in cold metal sheet	1	1	-	-
	PC28. ensure to use the appropriate lubricant to protect the tool and die surface from scratching	1	1	-	-
	PC29. ensure to take necessary safety precautions to perform stamping	1	1	-	-
	checking for defects	4	5	-	-
	PC30. check for defects such as wrinkles, splits, material	1	2	-	-

	thinning, etc.				
	PC31. check the metal after stamping, if it matches the requirement	1	1	-	-
	PC32. make necessary adjustments if any	1	1	-	-
	PC33. rectify and rework if any mistakes are found un-matching the design specifications and requirements	1	1	-	-
	undertaking preventive maintenance	3	3	-	-
	PC34. ensure general maintenance of the machine	1	1	-	-
	PC35. ensure no shut down of machines due to improper maintenance	1	1	-	-
	PC36. perform regular cleaning process as prescribed by the manufacturer	1	1	-	-
	achieving quality standards	3	7	-	-
	PC37. ensure a proper finish as per requirement	1	1	-	-
	PC38. ensure stamps or punches die the target number of pieces	1	4	-	-
	PC39. ensure the output delivered is defect free and hazard free	1	2	-	-
	NOS Total	39	61	-	-
	Grand Total	293	557		

Annexure 7: Assessment Strategy

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

<1. Assessment System Overview:

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

- SSC monitors the assessment process & records

2. Testing Environment:

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

3. Assessment of 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 Engraving and Stamping Artisan) will be assessed separately.
2. The candidate must score 60% in each module to successfully complete the OJT.
3. Tools of Assessment that will be used for assessing whether the candidate is having desired skills and etiquette of dealing with customers, understanding needs & requirements, assessing the customer and perform Soft Skills effectively:

- Videos of Trainees during OJT
 -
4. Assessment of each Module will ensure that the candidate is able to:
- Effective engagement with the customers
 - Understand the working of various tools and equipment.....>

Annexure 8: Acronym and Glossary

Acronym

Acronym	Description
AA	Assessment Agency
AB	Awarding Body
ISCO	International Standard Classification of Occupations
NCO	National Classification of Occupations
NCrF	National Credit Framework
NOS	National Occupational Standard(s)
NQR	National Qualification Register
NSQF	National Skills Qualifications Framework
OJT	On the Job Training

Glossary

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