

Qualification Pack



Canine Trainer and Handler

QP Code: AGR/Q4602

Version: 2.0

NSQF Level: 5

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AGR/Q4602: Canine Trainer and Handler

Brief Job Description

A canine trainer and handler trains and handles dogs of different breeds and temperament. The person assesses the trainability and suitability of dogs for various training and employment purposes and prepares a training schedule. The individual brings in behavioural changes in the dogs and instills basic obedience as well as specialized skills by using a combination of teaching techniques. Canine trainer and handler also trains the dog owners to ensure continuation of training of dogs at home. The individual handles a dog during its deployment and also accompanies it to the dog shows.

Personal Attributes

Canine trainer and handler should have empathy towards the animals and be a dog lover. The person should be able to communicate effectively. The individual must have patience and consistency in the approach towards his/her work.

Applicable National Occupational Standards (NOS)

Compulsory NOS:

1. [AGR/N4606: Train the dogs as per the requirement](#)
2. [AGR/N4607: Evaluate performance of the dogs and maintain records](#)
3. [AGR/N4608: Handle a dog safely](#)
4. [AGR/N4604: Prepare and field dogs for dog shows](#)
5. [AGR/N4610: Carry out grooming of the animals](#)
6. [AGR/N9919: Ensure resource optimization and occupational health and safety in animal facilities](#)
7. [DGT/VSQ/N0103: Employability Skills \(90 Hours\)](#)

Qualification Pack (QP) Parameters

Sector	Agriculture
Sub-Sector	Animal Husbandry
Occupation	Captive and Small Animals Management
Country	India

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NSQF Level	5
Credits	19
Aligned to NCO/ISCO/ISIC Code	NCO 2015-2569.1300
Minimum Educational Qualification & Experience	<p>Completed 2nd year of UG (UG Diploma) OR Pursuing 2nd year of UG (and continuous education) OR Completed 2nd year diploma after 12th OR Pursuing 2nd year of 2-year diploma after 12th OR 12th pass with 1 year Vocational Education & training (NTC or NAC or CITS) OR Completed 3 year diploma after 10th with 1 Year of experience relevant experience OR 12th grade Pass with 2 Years of experience relevant experience OR 10th grade pass with 4 Years of experience relevant experience OR Previous relevant Qualification of NSQF Level (Level 4 and with minimum education as 8th Grade pass) with 3 Years of experience relevant experience OR Previous relevant Qualification of NSQF Level (Level 4.5 with 1.5- year relevant experience)</p>
Minimum Level of Education for Training in School	12th Class
Pre-Requisite License or Training	NA
Minimum Job Entry Age	18 Years
Last Reviewed On	NA
Next Review Date	20/11/2025
NSQC Approval Date	20/11/2020
Version	2.0
Reference code on NQR	QG-05-AG-00302-2023-V1.1-ASCI
NQR Version	1.1

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AGR/N4606: Train the dogs as per the requirement

Description

This unit is about training of dogs as per the schedule and requirement.

Scope

The scope covers the following :

- Carry out pre-training assessment and preparations
- Train the dogs

Elements and Performance Criteria

Carry out pre-training assessment and preparations

To be competent, the user/individual on the job must be able to:

- PC1.** ascertain dog's breed suitability for a particular training
- PC2.** assess the age and suitability of the dog for a specific training
- PC3.** assess the physical fitness of the dog to undergo a specific training
- PC4.** ascertain the trainee dog's psychology, body language and behavior
- PC5.** identify previous trainer's influence on the dog, if any
- PC6.** determine the type of the training to be imparted to the dog
- PC7.** determine the requirement of training infrastructure and equipment
- PC8.** assess the requirement of the support staff
- PC9.** plan the duration of training
- PC10.** select the method of training
- PC11.** prepare the training area

Train the dogs

To be competent, the user/individual on the job must be able to:

- PC12.** draw up a training schedule
- PC13.** train as per the schedule
- PC14.** monitor temperament and health of the trainee dogs periodically
- PC15.** ensure participation of the dog owners in the training

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** applicable legislation, standards, policies and procedures for work
- KU2.** daily schedule at the kennel
- KU3.** own job role & responsibilities pertaining to work

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- KU4.** importance of adhering to the occupational health & safety, hygiene and quality standards at work
- KU5.** work-related documentation and reporting procedures
- KU6.** canine breed's suitability for a particular training
- KU7.** drive of the dog
- KU8.** dog's psychology, aptitude, body language and behavior
- KU9.** trainable age of the dogs
- KU10.** dog exercise physiology
- KU11.** physical standards of dogs for a particular training
- KU12.** canine training ethics
- KU13.** dog training equipment
- KU14.** dog teaching skills, learning techniques and commands
- KU15.** training schedule and duration for a particular training
- KU16.** requirement of behavior modification in dogs
- KU17.** requirement of retraining of dogs
- KU18.** the importance of owner's involvement in the training
- KU19.** training documentation
- KU20.** applicable animal welfare best practices
- KU21.** aspects of personal and animal safety

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** write instructions and plan of work
- GS2.** read the instructions received from the seniors
- GS3.** read health and safety instructions
- GS4.** communicate clearly and effectively with the stakeholders
- GS5.** make decisions pertaining to the concerned area of work
- GS6.** identify problems and the corrective actions to be taken
- GS7.** take decisions pertaining to the concerned area of work
- GS8.** plan the training schedule
- GS9.** plan the implementation of occupational health and safety protocols
- GS10.** think through the contingencies needing intervention to ensure smooth training
- GS11.** evaluate the information gathered from observation, experience, reasoning or communication, as a guide to thought and action

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Carry out pre-training assessment and preparations</i>	56	84	-	-
PC1. ascertain dog's breed suitability for a particular training	4	6	-	-
PC2. assess the age and suitability of the dog for a specific training	6	9	-	-
PC3. assess the physical fitness of the dog to undergo a specific training	8	12	-	-
PC4. ascertain the trainee dog's psychology, body language and behavior	4	6	-	-
PC5. identify previous trainer's influence on the dog, if any	4	6	-	-
PC6. determine the type of the training to be imparted to the dog	8	12	-	-
PC7. determine the requirement of training infrastructure and equipment	6	9	-	-
PC8. assess the requirement of the support staff	3	4	-	-
PC9. plan the duration of training	3	5	-	-
PC10. select the method of training	4	6	-	-
PC11. prepare the training area	6	9	-	-
<i>Train the dogs</i>	24	36	-	-
PC12. draw up a training schedule	6	9	-	-
PC13. train as per the schedule	4	6	-	-
PC14. monitor temperament and health of the trainee dogs periodically	10	15	-	-
PC15. ensure participation of the dog owners in the training	4	6	-	-
NOS Total	80	120	-	-

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National Occupational Standards (NOS) Parameters

NOS Code	AGR/N4606
NOS Name	Train the dogs as per the requirement
Sector	Agriculture
Sub-Sector	Animal Husbandry
Occupation	Captive and Small Animals Management
NSQF Level	4
Credits	4
Version	1.0
Last Reviewed Date	NA
Next Review Date	20/11/2025
NSQC Clearance Date	20/11/2020

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AGR/N4607: Evaluate performance of the dogs and maintain records

Description

This unit is about the evaluation of training performance of the dogs and documentation.

Scope

The scope covers the following :

- Review of the training program
- Assess the performance of trainee dogs
- Carry out training documentation

Elements and Performance Criteria

Review of the training program

To be competent, the user/individual on the job must be able to:

- PC1.** prepare a review schedule of the training program
- PC2.** identify the gaps in the training
- PC3.** amend the training schedule to address the gaps, if required

Assess the performance of trainee dogs

To be competent, the user/individual on the job must be able to:

- PC4.** prepare a performance assessment schedule
- PC5.** score the performance of the dogs on various parameters
- PC6.** monitor the progress of the trainee dogs
- PC7.** monitor the aptitude of the dogs
- PC8.** carry out retraining of the dogs, if required

Carry out training documentation

To be competent, the user/individual on the job must be able to:

- PC9.** develop the training validation sheet
- PC10.** prepare the score sheet of the individual dogs
- PC11.** document the details in a chronological order

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** applicable legislation, standards, policies and procedures for work
- KU2.** own job role & responsibilities pertaining to work
- KU3.** importance of adhering to the occupational health & safety, hygiene and quality standards at work
- KU4.** work-related documentation and reporting procedures
- KU5.** canine training review methods

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- KU6.** canine training assessment procedure
- KU7.** the assessment documentation
- KU8.** scope of improvement in a trainee dog's performance
- KU9.** approach to overcome gaps in the training or learning
- KU10.** applicable animal welfare best practices
- KU11.** aspects of personal and animal safety

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** write instructions and plan of work
- GS2.** read the instructions received from the seniors
- GS3.** read health and safety instructions
- GS4.** communicate clearly and effectively with the stakeholders
- GS5.** make decisions pertaining to the concerned area of work
- GS6.** identify problems and the corrective actions to be taken
- GS7.** take decisions pertaining to the concerned area of work
- GS8.** plan and carry out the training
- GS9.** maintain effective working relationships with the stakeholders
- GS10.** think through the contingencies needing intervention to ensure smooth training
- GS11.** evaluate the information gathered from observation, experience, reasoning or communication, as a guide to thought and action

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Review of the training program</i>	16	24	-	-
PC1. prepare a review schedule of the training program	6	8	-	-
PC2. identify the gaps in the training	8	12	-	-
PC3. amend the training schedule to address the gaps, if required	2	4	-	-
<i>Assess the performance of trainee dogs</i>	24	36	-	-
PC4. prepare a performance assessment schedule	6	8	-	-
PC5. score the performance of the dogs on various parameters	8	12	-	-
PC6. monitor the progress of the trainee dogs	4	6	-	-
PC7. monitor the aptitude of the dogs	4	6	-	-
PC8. carry out retraining of the dogs, if required	2	4	-	-
<i>Carry out training documentation</i>	10	20	-	-
PC9. develop the training validation sheet	6	8	-	-
PC10. prepare the score sheet of the individual dogs	2	4	-	-
PC11. document the details in a chronological order	2	8	-	-
NOS Total	50	80	-	-

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National Occupational Standards (NOS) Parameters

NOS Code	AGR/N4607
NOS Name	Evaluate performance of the dogs and maintain records
Sector	Agriculture
Sub-Sector	Animal Husbandry
Occupation	Captive and Small Animals Management
NSQF Level	4
Credits	5
Version	1.0
Last Reviewed Date	NA
Next Review Date	20/11/2025
NSQC Clearance Date	20/11/2020

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AGR/N4608: Handle a dog safely

Description

This unit is about safe handling of dogs.

Scope

The scope covers the following :

- Prepare a dog for the assigned task
- Deploy and handle the dog safely

Elements and Performance Criteria

Prepare a dog for the assigned task

To be competent, the user/individual on the job must be able to:

- PC1.** prepare a plan for the task
- PC2.** approach the dog carefully
- PC3.** communicate with the dog in a friendly manner
- PC4.** inspect the dog for the signs of fear, aggression, sickness or injury
- PC5.** arrange necessary equipment and provisions required for the task

Deploy and handle the dog safely

To be competent, the user/individual on the job must be able to:

- PC6.** carry the dog to the site
- PC7.** put a collar and a leash on the dog
- PC8.** orient the dog on the task
- PC9.** deploy the dog on the task
- PC10.** accompany the dog
- PC11.** feed the dog during the break
- PC12.** comprehend reactions of the dog in different situations
- PC13.** report, findings by the dog to the senior
- PC14.** inspect the dog after the task
- PC15.** encourage the dog after the completion of the task
- PC16.** use necessary PPE

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** applicable legislation, standards, policies and procedures for work
- KU2.** own job role & responsibilities pertaining to work
- KU3.** daily schedule at the workplace

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- KU4.** importance of adhering to the occupational health & safety, hygiene and quality standards at work
- KU5.** work-related documentation and reporting procedure
- KU6.** dogs' temperament in different situations
- KU7.** dog handling methods
- KU8.** tasks meriting dogs' deployment
- KU9.** method of deploying dog on different tasks
- KU10.** method of inspection of a dog for task fitness
- KU11.** equipment and provision required for different tasks
- KU12.** applicable animal welfare best practices
- KU13.** aspects of personal and animal safety

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** write instructions and plan of work
- GS2.** read the instructions received from the seniors
- GS3.** read health and safety instructions
- GS4.** communicate clearly and effectively with the stakeholders
- GS5.** make decisions pertaining to the concerned area of work
- GS6.** identify problems and the corrective actions to be taken
- GS7.** take decisions pertaining to the concerned area of work
- GS8.** plan for a task involving deployment of dog
- GS9.** plan the implementation of occupational health and safety protocols
- GS10.** think through the problem, evaluate the possible solution(s) and adopt an optimum /best possible solution(s)
- GS11.** think through the contingencies needing intervention to ensure smooth training
- GS12.** evaluate the information gathered from observation, experience, reasoning or communication, as a guide to thought and action

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Prepare a dog for the assigned task</i>	22	33	-	-
PC1. prepare a plan for the task	4	6	-	-
PC2. approach the dog carefully	4	6	-	-
PC3. communicate with the dog in a friendly manner	4	6	-	-
PC4. inspect the dog for the signs of fear, aggression, sickness or injury	6	9	-	-
PC5. arrange necessary equipment and provisions required for the task	4	6	-	-
<i>Deploy and handle the dog safely</i>	38	57	-	-
PC6. carry the dog to the site	2	3	-	-
PC7. put a collar and a leash on the dog	6	9	-	-
PC8. orient the dog on the task	5	8	-	-
PC9. deploy the dog on the task	4	6	-	-
PC10. accompany the dog	2	3	-	-
PC11. feed the dog during the break	6	9	-	-
PC12. comprehend reactions of the dog in different situations	5	7	-	-
PC13. report, findings by the dog to the senior	2	3	-	-
PC14. inspect the dog after the task	2	3	-	-
PC15. encourage the dog after the completion of the task	2	3	-	-
PC16. use necessary PPE	2	3	-	-
NOS Total	60	90	-	-

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National Occupational Standards (NOS) Parameters

NOS Code	AGR/N4608
NOS Name	Handle a dog safely
Sector	Agriculture
Sub-Sector	Animal Husbandry
Occupation	Captive and Small Animals Management
NSQF Level	4
Credits	2
Version	1.0
Last Reviewed Date	NA
Next Review Date	20/11/2025
NSQC Clearance Date	20/11/2020

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AGR/N4604: Prepare and field dogs for dog shows

Description

This unit is about preparing the dogs for shows and events.

Scope

The scope covers the following :

- Prepare dogs for dog shows
- Field dogs in the dog show

Elements and Performance Criteria

Prepare dogs for dog shows

To be competent, the user/individual on the job must be able to:

- PC1.** select a dog and a reserve dog to be prepared for the event
- PC2.** follow the rules and regulations of the event
- PC3.** interpret the administrative details of the event
- PC4.** enrol the dog (s) for the event
- PC5.** ensure inoculation of the dogs, as per the procedure
- PC6.** procure required medical and travel certification and documents, as applicable, from veterinary authorities
- PC7.** commence training and grooming of the dog(s) for the event
- PC8.** hire resources for preparation for event, if required
- PC9.** provide required nutrition to the dog (s)
- PC10.** plan journey of the dog (s) to the venue along with the support staff
- PC11.** cater to provisions for the dog (s) for journey and event
- PC12.** select a dog and a reserve dog to be prepared for the event
- PC13.** follow the rules and regulations of the event
- PC14.** interpret the administrative details of the event
- PC15.** enrol the dog (s) for the event
- PC16.** ensure inoculation of the dogs, as per the procedure
- PC17.** procure required medical and travel certification and documents, as applicable, from veterinary authorities
- PC18.** commence training and grooming of the dog(s) for the event
- PC19.** hire resources for preparation for event, if required
- PC20.** provide required nutrition to the dog (s)
- PC21.** plan journey of the dog (s) to the venue along with the support staff
- PC22.** cater to provisions for the dog (s) for journey and event

Field dogs in the dog show

To be competent, the user/individual on the job must be able to:

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- PC23.** acclimatise dogs in the new environment as per the requirement
- PC24.** train and groom the dog at the new location before the event
- PC25.** field dogs in the dog show
- PC26.** plan the return journey
- PC27.** acclimatise dogs in the new environment as per the requirement
- PC28.** train and groom the dog at the new location before the event
- PC29.** field dogs in the dog show
- PC30.** plan the return journey

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** applicable occupational health and safety requirements
- KU2.** applicable occupational health and safety requirements
- KU3.** daily schedule at the kennel
- KU4.** own job role and responsibilities pertaining to the work
- KU5.** work-related documentation and reporting procedures
- KU6.** details of the dog show
- KU7.** selection of reserve dog
- KU8.** preparation needed for the show
- KU9.** show parameters for the selection of dogs
- KU10.** required inoculation, certification and documentation for the event
- KU11.** journey planning for the dog (s) and support staff to the event venue and back
- KU12.** requirement of provisions for the dog
- KU13.** need for acclimatization for the dog (s) at the event venue
- KU14.** requirement of training and grooming at the event venue
- KU15.** travel certification
- KU16.** applicable animal welfare best practices
- KU17.** aspects of personal and animal safety

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** write instructions related to work
- GS2.** write required correspondence
- GS3.** carry out required documentation
- GS4.** read relevant policies and protocols
- GS5.** read instructions and correspondence
- GS6.** communicate clearly and effectively with the stakeholders
- GS7.** comprehend information shared by the stakeholders

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- GS8.** make decisions pertaining to the concerned area of work
- GS9.** identify problems and take preventative action
- GS10.** maintain effective working relationships with the stakeholders
- GS11.** think through the contingencies needing intervention to ensure smooth breeding operation
- GS12.** evaluate the information gathered from observation, experience, reasoning or communication, as a guide to thought and action

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Prepare dogs for dog shows</i>	52	78	-	-
PC1. select a dog and a reserve dog to be prepared for the event	2	3	-	-
PC2. follow the rules and regulations of the event	2	3	-	-
PC3. interpret the administrative details of the event	2	3	-	-
PC4. enrol the dog (s) for the event	2	3	-	-
PC5. ensure inoculation of the dogs, as per the procedure	2	3	-	-
PC6. procure required medical and travel certification and documents, as applicable, from veterinary authorities	4	6	-	-
PC7. commence training and grooming of the dog(s) for the event	4	6	-	-
PC8. hire resources for preparation for event, if required	2	3	-	-
PC9. provide required nutrition to the dog (s)	2	3	-	-
PC10. plan journey of the dog (s) to the venue along with the support staff	2	3	-	-
PC11. cater to provisions for the dog (s) for journey and event	2	3	-	-
PC12. select a dog and a reserve dog to be prepared for the event	2	3	-	-
PC13. follow the rules and regulations of the event	2	3	-	-
PC14. interpret the administrative details of the event	2	3	-	-
PC15. enrol the dog (s) for the event	2	3	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC16. ensure inoculation of the dogs, as per the procedure	2	3	-	-
PC17. procure required medical and travel certification and documents, as applicable, from veterinary authorities	4	6	-	-
PC18. commence training and grooming of the dog(s) for the event	4	6	-	-
PC19. hire resources for preparation for event, if required	2	3	-	-
PC20. provide required nutrition to the dog (s)	2	3	-	-
PC21. plan journey of the dog (s) to the venue along with the support staff	2	3	-	-
PC22. cater to provisions for the dog (s) for journey and event	2	3	-	-
<i>Field dogs in the dog show</i>	28	42	-	-
PC23. acclimatise dogs in the new environment as per the requirement	4	6	-	-
PC24. train and groom the dog at the new location before the event	4	6	-	-
PC25. field dogs in the dog show	4	6	-	-
PC26. plan the return journey	2	3	-	-
PC27. acclimatise dogs in the new environment as per the requirement	4	6	-	-
PC28. train and groom the dog at the new location before the event	4	6	-	-
PC29. field dogs in the dog show	4	6	-	-
PC30. plan the return journey	2	3	-	-
NOS Total	80	120	-	-

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National Occupational Standards (NOS) Parameters

NOS Code	AGR/N4604
NOS Name	Prepare and field dogs for dog shows
Sector	Agriculture
Sub-Sector	Animal Husbandry
Occupation	Captive and Small Animals Management
NSQF Level	6
Credits	2
Version	1.0
Last Reviewed Date	NA
Next Review Date	20/11/2025
NSQC Clearance Date	20/11/2020

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AGR/N4610: Carry out grooming of the animals

Description

This unit is about carrying out grooming of the dogs and/or cats and the maintenance of their habitat.

Scope

The scope covers the following :

- Carry out grooming
- Make the animal exercise
- Maintain the kennel

Elements and Performance Criteria

Carry out grooming

To be competent, the user/individual on the job must be able to:

- PC1.** handle different categories of dogs and/or cats
- PC2.** check the animal for any external wounds, injuries, secretions, etc.
- PC3.** give first aid, or report to the veterinarian, if required
- PC4.** remove ticks and skin irritants from the body
- PC5.** massage the animal using hands and brush
- PC6.** comb the coat and tail
- PC7.** clean and mop the face, eyes, nostrils and ears
- PC8.** brush the teeth and clip the nails
- PC9.** express anal sacs in dogs
- PC10.** bathe and dry the animal
- PC11.** feed the animals as per the nutritional requirements
- PC12.** use and maintain the grooming tools
- PC13.** dispose of waste in an eco-friendly manner
- PC14.** ensure recommended personal inoculation
- PC15.** use the PPE

Make the animal exercise

To be competent, the user/individual on the job must be able to:

- PC16.** assess the exercise requirement of dogs and/or cats
- PC17.** ensure the dogs and/or cats get exercise as per their age and condition

Maintain the kennel

To be competent, the user/individual on the job must be able to:

- PC18.** check the floor, walls and bedding for ticks and parasites
- PC19.** clean the floor using disinfectant
- PC20.** use insect/ parasite repellent

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PC21. arrange sleeping board and bed

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** applicable legislation, standards, policies and procedures for work
- KU2.** own job role & responsibilities pertaining to work
- KU3.** the importance of contacting immediate superior for guidance, work-related information and clarifications
- KU4.** work-related documentation and reporting procedures
- KU5.** arrangement and layout of the kennel
- KU6.** importance of adhering to the occupational health & safety, hygiene and quality standards at work
- KU7.** grooming procedure for different types of dogs and/or cats
- KU8.** brushing and combing technique
- KU9.** nail clipping methods
- KU10.** fur styling techniques
- KU11.** anal sac expressing technique
- KU12.** canine and feline nutrition and feed requirement
- KU13.** use and maintenance of necessary grooming equipment, collar and leashes
- KU14.** use of necessary chemicals/ medicine in the kennel
- KU15.** first-aid kit and its permitted use
- KU16.** exercise regimen for the dogs and/or cats
- KU17.** general symptoms of common injuries/ diseases in the dogs and/or cats
- KU18.** applicable animal welfare best practices
- KU19.** animal and personal safety aspects

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** write the plan of work
- GS2.** read instructions received from the seniors
- GS3.** read health and safety instructions
- GS4.** communicate clearly and effectively with the stakeholders
- GS5.** comprehend information shared by the senior
- GS6.** take decisions pertaining to the concerned area of work
- GS7.** identify problems and the corrective actions to be taken
- GS8.** maintain the kennel
- GS9.** ensure waste disposal as per the procedure
- GS10.** inspect the animals' equipment and ensure its maintenance

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- GS11.** maintain effective working relationship with the stakeholders
- GS12.** report to the senior
- GS13.** assess the material and equipment required for the task

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Carry out grooming</i>	60	90	-	-
PC1. handle different categories of dogs and/or cats	4	6	-	-
PC2. check the animal for any external wounds, injuries, secretions, etc.	4	6	-	-
PC3. give first aid, or report to the veterinarian, if required	4	6	-	-
PC4. remove ticks and skin irritants from the body	4	6	-	-
PC5. massage the animal using hands and brush	2	3	-	-
PC6. comb the coat and tail	4	6	-	-
PC7. clean and mop the face, eyes, nostrils and ears	2	3	-	-
PC8. brush the teeth and clip the nails	4	6	-	-
PC9. express anal sacs in dogs	6	9	-	-
PC10. bathe and dry the animal	2	3	-	-
PC11. feed the animals as per the nutritional requirements	4	6	-	-
PC12. use and maintain the grooming tools	6	9	-	-
PC13. dispose of waste in an eco-friendly manner	4	6	-	-
PC14. ensure recommended personal inoculation	6	9	-	-
PC15. use the PPE	4	6	-	-
<i>Make the animal exercise</i>	10	15	-	-
PC16. assess the exercise requirement of dogs and/or cats	4	6	-	-

Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC17. ensure the dogs and/or cats get exercise as per their age and condition	6	9	-	-
<i>Maintain the kennel</i>	10	15	-	-
PC18. check the floor, walls and bedding for ticks and parasites	2	3	-	-
PC19. clean the floor using disinfectant	2	3	-	-
PC20. use insect/ parasite repellent	2	3	-	-
PC21. arrange sleeping board and bed	4	6	-	-
NOS Total	80	120	-	-

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	AGR/N4610
NOS Name	Carry out grooming of the animals
Sector	Agriculture
Sub-Sector	Animal Husbandry
Occupation	Captive and Small Animals Management
NSQF Level	4
Credits	2
Version	1.0
Last Reviewed Date	NA
Next Review Date	20/11/2025
NSQC Clearance Date	20/11/2020

Qualification Pack

AGR/N9919: Ensure resource optimization and occupational health and safety in animal facilities

Description

This unit is about ensuring resource optimisation and occupational health & safety in animal facilities.

Scope

The scope covers the following :

- Optimise resource utilisation
- Ensure effective waste management
- Maintain a safe workplace
- Carry out emergency procedures

Elements and Performance Criteria

Optimise resource utilisation

To be competent, the user/individual on the job must be able to:

- PC1.** optimise use of resources including water and electricity at the workplace
- PC2.** follow environment friendly work practices
- PC3.** explain environment friendly workplace practices to co-workers/subordinates

Ensure effective waste management

To be competent, the user/individual on the job must be able to:

- PC4.** identify recyclable, non-recyclable and hazardous waste at the workplace
- PC5.** segregate waste as per the procedure
- PC6.** recycle the waste
- PC7.** dispose-off the waste as per the procedure

Maintain a safe workplace

To be competent, the user/individual on the job must be able to:

- PC8.** follow organizational health & safety and emergency procedures at the workplace
- PC9.** assess possible risks and hazards to self, co-workers and the animals at the workplace
- PC10.** carry out basic safety checks of the workplace, equipment/machinery
- PC11.** take recommended personal inoculations periodically
- PC12.** get animals vaccinated/dewormed, as per the schedule, periodically
- PC13.** store equipment and materials safely and correctly
- PC14.** use equipment and materials safely and correctly
- PC15.** assess the behavior of the animals before approaching them
- PC16.** restrain animals as per the procedure/instruction
- PC17.** use recommended PPE
- PC18.** report accidents and incidents as per the procedure

Carry out emergency procedures

Qualification Pack

To be competent, the user/individual on the job must be able to:

- PC19.** follow laid down procedures while dealing with accidents, fire and other emergencies
- PC20.** use emergency equipment effectively and safely
- PC21.** ensure regular servicing of emergency equipment and the PPE
- PC22.** provide basic first aid to personnel and animals, if required
- PC23.** evacuate affected personnel and animals, if required

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** relevant legislation, standards, policies and procedures at the workplace
- KU2.** organizational occupational health & safety procedure for the workplace
- KU3.** organizational procedure for resource optimisation and waste management
- KU4.** necessary documentation and reporting procedure
- KU5.** risk assessment and measures for risk mitigation
- KU6.** safe working practices
- KU7.** safe waste disposal practices
- KU8.** waste recycle practices
- KU9.** use of the equipment to deal with fire and emergency
- KU10.** use of equipment for resource optimisation
- KU11.** basic first aid procedure for personnel and animals
- KU12.** casualty evacuation procedure
- KU13.** incident reporting procedure

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** maintain necessary records
- GS2.** report risk and threats at workplace
- GS3.** report accidents/ incidents to the senior
- GS4.** read organizational procedure on health and safety
- GS5.** read organizational procedure on resource utilisation
- GS6.** read organizational procedure on waste management
- GS7.** read user manuals for the tools and equipment
- GS8.** communicate clearly and effectively with the stakeholders
- GS9.** disseminate information shared by senior
- GS10.** respond to emergency situation using available equipment
- GS11.** optimise resources and curb wastages through efficient work practices
- GS12.** schedule daily activities as per the priorities
- GS13.** plan and organize emergency response training of self and co-workers

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- GS14.** assess the requirement of material, equipment and assistance from co-workers.
- GS15.** think through possible options to tackle a problem and opt for the most practical and logical option
- GS16.** assess situation and identify appropriate control measures
- GS17.** apply, analyze and evaluate the information gathered from observation, experience, reasoning or communication, as a guide to thought and action

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Optimise resource utilisation</i>	7	6	-	7
PC1. optimise use of resources including water and electricity at the workplace	-	-	-	-
PC2. follow environment friendly work practices	-	-	-	-
PC3. explain environment friendly workplace practices to co-workers/subordinates	-	-	-	-
<i>Ensure effective waste management</i>	8	9	-	3
PC4. identify recyclable, non-recyclable and hazardous waste at the workplace	-	-	-	-
PC5. segregate waste as per the procedure	-	-	-	-
PC6. recycle the waste	-	-	-	-
PC7. dispose-off the waste as per the procedure	-	-	-	-
<i>Maintain a safe workplace</i>	25	20	-	20
PC8. follow organizational health & safety and emergency procedures at the workplace	-	-	-	-
PC9. assess possible risks and hazards to self, co-workers and the animals at the workplace	-	-	-	-
PC10. carry out basic safety checks of the workplace, equipment/machinery	-	-	-	-
PC11. take recommended personal inoculations periodically	-	-	-	-
PC12. get animals vaccinated/dewormed, as per the schedule, periodically	-	-	-	-
PC13. store equipment and materials safely and correctly	-	-	-	-
PC14. use equipment and materials safely and correctly	-	-	-	-
PC15. assess the behavior of the animals before approaching them	-	-	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC16. restrain animals as per the procedure/instruction	-	-	-	-
PC17. use recommended PPE	-	-	-	-
PC18. report accidents and incidents as per the procedure	-	-	-	-
<i>Carry out emergency procedures</i>	20	15	-	10
PC19. follow laid down procedures while dealing with accidents, fire and other emergencies	-	-	-	-
PC20. use emergency equipment effectively and safely	-	-	-	-
PC21. ensure regular servicing of emergency equipment and the PPE	-	-	-	-
PC22. provide basic first aid to personnel and animals, if required	-	-	-	-
PC23. evacuate affected personnel and animals, if required	-	-	-	-
NOS Total	60	50	-	40

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	AGR/N9919
NOS Name	Ensure resource optimization and occupational health and safety in animal facilities
Sector	Agriculture
Sub-Sector	Animal Husbandry
Occupation	Generic
NSQF Level	4
Credits	2
Version	2.0
Last Reviewed Date	25/01/2021
Next Review Date	20/11/2025
NSQC Clearance Date	20/11/2020

Qualification Pack

DGT/VSQ/N0103: Employability Skills (90 Hours)

Description

This unit is about employability skills, Constitutional values, becoming a professional in the 21st Century, digital, financial, and legal literacy, diversity and Inclusion, English and communication skills, customer service, entrepreneurship, and apprenticeship, getting ready for jobs and career development.

Scope

The scope covers the following :

- Introduction to Employability Skills
- Constitutional values - Citizenship
- Becoming a Professional in the 21st Century
- Basic English Skills
- Career Development & Goal Setting
- Communication Skills
- Diversity & Inclusion
- Financial and Legal Literacy
- Essential Digital Skills
- Entrepreneurship
- Customer Service
- Getting ready for Apprenticeship & Jobs

Elements and Performance Criteria

Introduction to Employability Skills

To be competent, the user/individual on the job must be able to:

- PC1.** understand the significance of employability skills in meeting the current job market requirement and future of work
- PC2.** identify and explore learning and employability relevant portals
- PC3.** research about the different industries, job market trends, latest skills required and the available opportunities

Constitutional values - Citizenship

To be competent, the user/individual on the job must be able to:

- PC4.** 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.
- PC5.** follow environmentally sustainable practices

Becoming a Professional in the 21st Century

To be competent, the user/individual on the job must be able to:

- PC6.** recognize the significance of 21st Century Skills for employment

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- PC7.** 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
- PC8.** adopt a continuous learning mindset for personal and professional development

Basic English Skills

To be competent, the user/individual on the job must be able to:

- PC9.** use basic English for everyday conversation in different contexts, in person and over the telephone
- PC10.** read and understand routine information, notes, instructions, mails, letters etc. written in English
- PC11.** write short messages, notes, letters, e-mails etc. in English

Career Development & Goal Setting

To be competent, the user/individual on the job must be able to:

- PC12.** identify career goals based on the skills, interests, knowledge, and personal attributes
- PC13.** prepare a career development plan with short- and long-term goals

Communication Skills

To be competent, the user/individual on the job must be able to:

- PC14.** follow verbal and non-verbal communication etiquette while communicating in professional and public settings
- PC15.** use active listening techniques for effective communication
- PC16.** communicate in writing using appropriate style and format based on formal or informal requirements
- PC17.** work collaboratively with others in a team

Diversity & Inclusion

To be competent, the user/individual on the job must be able to:

- PC18.** communicate and behave appropriately with all genders and PwD
- PC19.** escalate any issues related to sexual harassment at workplace according to POSH Act

Financial and Legal Literacy

To be competent, the user/individual on the job must be able to:

- PC20.** identify and select reliable institutions for various financial products and services such as bank account, debit and credit cards, loans, insurance etc.
- PC21.** carry out offline and online financial transactions, safely and securely, using various methods and check the entries in the passbook
- PC22.** identify common components of salary and compute income, expenses, taxes, investments etc
- PC23.** identify relevant rights and laws and use legal aids to fight against legal exploitation

Essential Digital Skills

To be competent, the user/individual on the job must be able to:

- PC24.** operate digital devices and use their features and applications securely and safely
- PC25.** carry out basic internet operations by connecting to the internet safely and securely, using the mobile data or other available networks through Bluetooth, Wi-Fi, etc.
- PC26.** display responsible online behaviour while using various social media platforms

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- PC27.** create a personal email account, send and process received messages as per requirement
- PC28.** carry out basic procedures in documents, spreadsheets and presentations using respective and appropriate applications
- PC29.** utilize virtual collaboration tools to work effectively

Entrepreneurship

To be competent, the user/individual on the job must be able to:

- PC30.** identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research
- PC31.** develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion
- PC32.** identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity

Customer Service

To be competent, the user/individual on the job must be able to:

- PC33.** identify different types of customers and ways to communicate with them
- PC34.** identify and respond to customer requests and needs in a professional manner
- PC35.** use appropriate tools to collect customer feedback
- PC36.** follow appropriate hygiene and grooming standards

Getting ready for apprenticeship & Jobs

To be competent, the user/individual on the job must be able to:

- PC37.** create a professional Curriculum vitae (Résumé)
- PC38.** search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively
- PC39.** apply to identified job openings using offline /online methods as per requirement
- PC40.** answer questions politely, with clarity and confidence, during recruitment and selection
- PC41.** identify apprenticeship opportunities and register for it as per guidelines and requirements

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** need for employability skills and different learning and employability related portals
- KU2.** various constitutional and personal values
- KU3.** different environmentally sustainable practices and their importance
- KU4.** Twenty first (21st) century skills and their importance
- KU5.** how to use English language for effective verbal (face to face and telephonic) and written communication in formal and informal set up
- KU6.** importance of career development and setting long- and short-term goals
- KU7.** about effective communication
- KU8.** POSH Act
- KU9.** Gender sensitivity and inclusivity
- KU10.** different types of financial institutes, products, and services

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- KU11.** components of salary and how to compute income and expenditure
- KU12.** importance of maintaining safety and security in offline and online financial transactions
- KU13.** different legal rights and laws
- KU14.** different types of digital devices and the procedure to operate them safely and securely
- KU15.** how to create and operate an e- mail account
- KU16.** use applications such as word processors, spreadsheets etc.
- KU17.** how to identify business opportunities
- KU18.** types and needs of customers
- KU19.** how to apply for a job and prepare for an interview
- KU20.** apprenticeship scheme and the process of registering on apprenticeship portal

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** read and write different types of documents/instructions/correspondence in English and other languages
- GS2.** communicate effectively using appropriate language in formal and informal settings
- GS3.** behave politely and appropriately with all to maintain effective work relationship
- GS4.** how to work in a virtual mode, using various technological platforms
- GS5.** perform calculations efficiently
- GS6.** solve problems effectively
- GS7.** pay attention to details
- GS8.** manage time efficiently
- GS9.** maintain hygiene and sanitization to avoid infection

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Introduction to Employability Skills</i>	1	1	-	-
PC1. understand the significance of employability skills in meeting the current job market requirement and future of work	-	-	-	-
PC2. identify and explore learning and employability relevant portals	-	-	-	-
PC3. research about the different industries, job market trends, latest skills required and the available opportunities	-	-	-	-
<i>Constitutional values - Citizenship</i>	1	1	-	-
PC4. 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.	-	-	-	-
PC5. follow environmentally sustainable practices	-	-	-	-
<i>Becoming a Professional in the 21st Century</i>	1	3	-	-
PC6. recognize the significance of 21st Century Skills for employment	-	-	-	-
PC7. 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	-	-	-	-
PC8. adopt a continuous learning mindset for personal and professional development	-	-	-	-
<i>Basic English Skills</i>	3	4	-	-
PC9. use basic English for everyday conversation in different contexts, in person and over the telephone	-	-	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC10. read and understand routine information, notes, instructions, mails, letters etc. written in English	-	-	-	-
PC11. write short messages, notes, letters, e-mails etc. in English	-	-	-	-
<i>Career Development & Goal Setting</i>	1	2	-	-
PC12. identify career goals based on the skills, interests, knowledge, and personal attributes	-	-	-	-
PC13. prepare a career development plan with short- and long-term goals	-	-	-	-
<i>Communication Skills</i>	2	2	-	-
PC14. follow verbal and non-verbal communication etiquette while communicating in professional and public settings	-	-	-	-
PC15. use active listening techniques for effective communication	-	-	-	-
PC16. communicate in writing using appropriate style and format based on formal or informal requirements	-	-	-	-
PC17. work collaboratively with others in a team	-	-	-	-
<i>Diversity & Inclusion</i>	1	1	-	-
PC18. communicate and behave appropriately with all genders and PwD	-	-	-	-
PC19. escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-
<i>Financial and Legal Literacy</i>	2	3	-	-
PC20. identify and select reliable institutions for various financial products and services such as bank account, debit and credit cards, loans, insurance etc.	-	-	-	-
PC21. carry out offline and online financial transactions, safely and securely, using various methods and check the entries in the passbook	-	-	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC22. identify common components of salary and compute income, expenses, taxes, investments etc	-	-	-	-
PC23. identify relevant rights and laws and use legal aids to fight against legal exploitation	-	-	-	-
<i>Essential Digital Skills</i>	3	5	-	-
PC24. operate digital devices and use their features and applications securely and safely	-	-	-	-
PC25. carry out basic internet operations by connecting to the internet safely and securely, using the mobile data or other available networks through Bluetooth, Wi-Fi, etc.	-	-	-	-
PC26. display responsible online behaviour while using various social media platforms	-	-	-	-
PC27. create a personal email account, send and process received messages as per requirement	-	-	-	-
PC28. carry out basic procedures in documents, spreadsheets and presentations using respective and appropriate applications	-	-	-	-
PC29. utilize virtual collaboration tools to work effectively	-	-	-	-
<i>Entrepreneurship</i>	2	3	-	-
PC30. identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	-	-	-	-
PC31. develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	-	-	-	-
PC32. identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity	-	-	-	-
<i>Customer Service</i>	1	2	-	-
PC33. identify different types of customers and ways to communicate with them	-	-	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC34. identify and respond to customer requests and needs in a professional manner	-	-	-	-
PC35. use appropriate tools to collect customer feedback	-	-	-	-
PC36. follow appropriate hygiene and grooming standards	-	-	-	-
<i>Getting ready for apprenticeship & Jobs</i>	2	3	-	-
PC37. create a professional Curriculum vitae (Résumé)	-	-	-	-
PC38. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	-	-	-	-
PC39. apply to identified job openings using offline /online methods as per requirement	-	-	-	-
PC40. answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
PC41. identify apprenticeship opportunities and register for it as per guidelines and requirements	-	-	-	-
NOS Total	20	30	-	-

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	DGT/VSQ/N0103
NOS Name	Employability Skills (90 Hours)
Sector	Cross Sectoral
Sub-Sector	Professional Skills
Occupation	Employability
NSQF Level	5
Credits	3
Version	1.0
Last Reviewed Date	NA
Next Review Date	29/03/2026
NSQC Clearance Date	29/03/2023

Assessment Guidelines and Assessment Weightage

Assessment Guidelines

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down the proportion of marks for Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on the knowledge bank of questions created by the SSC.
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/optional set of NOS.
4. Individual assessment agencies will create unique question papers for the theory part for each candidate at each examination/training center (as per assessment criteria below).
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on these criteria.
6. To pass the Qualification Pack assessment, every trainee should score a minimum of 70% of % aggregate marks to successfully clear the assessment.

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7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

Minimum Aggregate Passing % at QP Level : 70

(Please note: Every Trainee should score a minimum aggregate passing percentage as specified above, to successfully clear the Qualification Pack assessment.)

Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
AGR/N4606.Train the dogs as per the requirement	80	120	-	-	200	30
AGR/N4607.Evaluate performance of the dogs and maintain records	50	80	-	-	130	20
AGR/N4608.Handle a dog safely	60	90	-	-	150	15
AGR/N4604.Prepare and field dogs for dog shows	80	120	-	-	200	10
AGR/N4610.Carry out grooming of the animals	80	120	-	-	200	10
AGR/N9919.Ensure resource optimization and occupational health and safety in animal facilities	60	90	-	-	150	10
DGT/VSQ/N0103.Employability Skills (90 Hours)	20	30	-	-	50	5
Total	430	650	-	-	1080	100

Qualification Pack

Acronyms

NOS	National Occupational Standard(s)
NSQF	National Skills Qualifications Framework
QP	Qualifications Pack
TVET	Technical and Vocational Education and Training
PwD	Persons with Disabilities
PPE	Personal Protective Equipment

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Glossary

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	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
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 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.
Unit Code	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
Unit Title	Unit title gives a clear overall statement about what the incumbent should be able to do.
Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
Scope	Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required.

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Knowledge and Understanding (KU)	<p>Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.</p>
Organisational Context	<p>Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.</p>
Technical Knowledge	<p>Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.</p>
Core Skills/ Generic Skills (GS)	<p>Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.</p>
Electives	<p>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.</p>
Options	<p>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.</p>