

## Qualification Pack



# Fishing Boat Deckhand

QP Code: AGR/Q5101

Version: 3.0

NSQF Level: 4

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## Qualification Pack

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## Qualification Pack

### AGR/Q5101: Fishing Boat Deckhand

#### Brief Job Description

A Fishing Boat Deckhand carries out various activities as part of deck work such as preparing the deck and fishing gear. The person is also responsible for carrying out maintenance activities on the deck, handling the fishing gear and equipment and ensuring the decks are always clean and safe for work.

#### Personal Attributes

The individual must be physically fit to work for long durations and know how to swim. The person must be vigilant with an ability to work in harsh conditions. The ability to read, write and co-ordinate with others to achieve the work objectives are the other important attributes required in this job role.

#### Applicable National Occupational Standards (NOS)

##### Compulsory NOS:

1. [AGR/N5101: Prepare the deck for the capture operation](#)
2. [AGR/N5102: Carry out deck work during the capture operation](#)
3. [AGR/N5103: Follow the safety and hygiene practices in capture fisheries operations](#)
4. [DGT/VSQ/N0102: Employability Skills \(60 Hours\)](#)

#### Qualification Pack (QP) Parameters

<b>Sector</b>	Agriculture
<b>Sub-Sector</b>	Fisheries
<b>Occupation</b>	Assistance (Fisheries)
<b>Country</b>	India
<b>NSQF Level</b>	4
<b>Credits</b>	13
<b>Aligned to NCO/ISCO/ISIC Code</b>	NCO-2015/6223.9900

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<b>Minimum Educational Qualification &amp; Experience</b>	12th grade Pass OR Completed 2nd year of the 3-year diploma after 10 (and pursuing regular diploma) OR 10th grade pass (plus 2-year NTC) OR 10th grade pass (plus 1-year NTC plus 1 year NAC) OR 8th grade pass with 2 year NTC plus 1 year NAC plus 1 year CITS OR 10th grade pass and pursuing continuous schooling OR 10th grade pass with 2 Years of experience relevant experience OR Previous relevant Qualification of NSQF Level (Level 3.0 with minimum education as 8th Grade pass) with 3 Years of experience relevant experience OR Previous relevant Qualification of NSQF Level (Level 3.5 with 1.5- year relevant experience)
<b>Minimum Level of Education for Training in School</b>	
<b>Pre-Requisite License or Training</b>	NA
<b>Minimum Job Entry Age</b>	18 Years
<b>Last Reviewed On</b>	NA
<b>Next Review Date</b>	24/02/2025
<b>NSQC Approval Date</b>	24/02/2022
<b>Version</b>	3.0
<b>Reference code on NQR</b>	QG-04-AG-00324-2023-V1.1-ASCI
<b>NQR Version</b>	1.1

## Qualification Pack

### AGR/N5101: Prepare the deck for the capture operation

#### Description

This OS unit is about planning for the departure of a fishing boat from a harbour or landing centre to open waters for fishing.

#### Scope

The scope covers the following :

- Prepare the deck, fish hold, wheelhouse, food storage and cooking areas
- Carry out repair and maintenance of the deck
- Check the safety and firefighting equipment
- Perform waste management

#### Elements and Performance Criteria

##### *Prepare the deck, fish hold, wheelhouse, food storage and cooking areas*

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

- PC1.** secure all the loose items on the deck
- PC2.** clean the wheelhouse and the equipment inside, ensuring the instruments are free from dust and traces of salt
- PC3.** scrub clean the deck floor to ensure it is not slippery
- PC4.** clean and dry the fish holds
- PC5.** arrange for safe storage of tools, equipment and other materials on the deck
- PC6.** secure the covers of insulated chambers to preserve ice during the fishing operation
- PC7.** clean the food storage and cooking area to ensure hygienic conditions and protection from contamination, ensuring availability of food provisions in an adequate quantity

##### *Carry out repair and maintenance activities*

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

- PC8.** check the fishing gear for wear and tear or damage and its readiness for the casting and hauling operations
- PC9.** check all the blocks, tackles, pulleys ropes, wire ropes, cordage, chains connecting the blocks, anchor and its chain/ rope for wear and tear or damage
- PC10.** test the booms and davits for correct and safe functioning and carry out repair and maintenance as required
- PC11.** carry out resurfacing and painting on the deck floor and walls
- PC12.** ensure the availability of required shapes and signals to be hoisted on the mast and check them for wear and tear or damage
- PC13.** check the pulleys for smooth movement
- PC14.** replace the damaged ropes and cordage
- PC15.** apply the recommended grade of grease or lubricant on the wire ropes as per the oiling schedule

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**PC16.** ensure that ropes are available on the deck in adequate lengths

**PC17.** check the weather forecast and make appropriate arrangement on the deck accordingly

*Check the safety and firefighting equipment*

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

**PC18.** ensure the availability of safety equipment such as life jackets and safety lanyards in an adequate number on the deck and check them to ensure they are usable and without damage

**PC19.** test the fire extinguishers for the correct functioning

**PC20.** ensure there are no obstructions in accessing the safety and firefighting equipment during an emergency

**PC21.** test the fire hoses to ensure they have no leakages

*Perform waste management*

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

**PC22.** segregate waste into appropriate categories

**PC23.** dispose the non-recyclable waste appropriately

**PC24.** deposit the recyclable and reusable material at the identified location

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

**KU1.** the importance of securing all the loose items on the deck

**KU2.** various equipment on a fishing vessel and their functions

**KU3.** the process of cleaning the wheelhouse, wheelhouse equipment, deck floor, fish holds, food storage and cooking area

**KU4.** the importance of arranging for the safe storage of tools, equipment and other materials on the deck

**KU5.** the process of carrying out repair and maintenance activities for various equipment such as the fishing gear, blocks, tackles, pulleys ropes, wire ropes, cordage, chains connecting the blocks, anchor and its chain/ rope, etc.

**KU6.** the process of testing the booms and davits for correct and safe functioning

**KU7.** the importance of ensuring the availability of required shapes and signals to be hoisted on the mast in the vessel

**KU8.** the process of oiling the wire ropes as per the oiling schedule

**KU9.** the importance of checking that safety equipment such as life jackets and safety lanyards are in usable condition

**KU10.** the process of testing the fire extinguishers

**KU11.** the importance of ensuring there are no obstructions in accessing the fire-fighting equipment

**KU12.** segregation of waste into different categories

**KU13.** how to recycle and dispose different types of waste

**KU14.** methods for storing ice safely

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### Generic Skills (GS)

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

- GS1.** write work-related notes
- GS2.** read the health and safety instructions
- GS3.** listen attentively to understand the information being shared by the speaker
- GS4.** communicate clearly and politely with co-workers and clients
- GS5.** plan and prioritise tasks for effective time management
- GS6.** take quick decisions to deal with any emergencies/ accidents and resolve any disruptions to work
- GS7.** co-ordinate with co-workers to achieve work objectives
- GS8.** evaluate all possible solutions to a problem to select the best one

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### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Prepare the deck, fish hold, wheelhouse, food storage and cooking areas</i>	<b>10</b>	<b>14</b>	-	<b>8</b>
<b>PC1.</b> secure all the loose items on the deck	-	-	-	-
<b>PC2.</b> clean the wheelhouse and the equipment inside, ensuring the instruments are free from dust and traces of salt	-	-	-	-
<b>PC3.</b> scrub clean the deck floor to ensure it is not slippery	-	-	-	-
<b>PC4.</b> clean and dry the fish holds	-	-	-	-
<b>PC5.</b> arrange for safe storage of tools, equipment and other materials on the deck	-	-	-	-
<b>PC6.</b> secure the covers of insulated chambers to preserve ice during the fishing operation	-	-	-	-
<b>PC7.</b> clean the food storage and cooking area to ensure hygienic conditions and protection from contamination, ensuring availability of food provisions in an adequate quantity	-	-	-	-
<i>Carry out repair and maintenance activities</i>	<b>10</b>	<b>14</b>	-	<b>10</b>
<b>PC8.</b> check the fishing gear for wear and tear or damage and its readiness for the casting and hauling operations	-	-	-	-
<b>PC9.</b> check all the blocks, tackles, pulleys ropes, wire ropes, cordage, chains connecting the blocks, anchor and its chain/ rope for wear and tear or damage	-	-	-	-
<b>PC10.</b> test the booms and davits for correct and safe functioning and carry out repair and maintenance as required	-	-	-	-
<b>PC11.</b> carry out resurfacing and painting on the deck floor and walls	-	-	-	-
<b>PC12.</b> ensure the availability of required shapes and signals to be hoisted on the mast and check them for wear and tear or damage	-	-	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC13.</b> check the pulleys for smooth movement	-	-	-	-
<b>PC14.</b> replace the damaged ropes and cordage	-	-	-	-
<b>PC15.</b> apply the recommended grade of grease or lubricant on the wire ropes as per the oiling schedule	-	-	-	-
<b>PC16.</b> ensure that ropes are available on the deck in adequate lengths	-	-	-	-
<b>PC17.</b> check the weather forecast and make appropriate arrangement on the deck accordingly	-	-	-	-
<i>Check the safety and firefighting equipment</i>	<b>8</b>	<b>8</b>	-	<b>8</b>
<b>PC18.</b> ensure the availability of safety equipment such as life jackets and safety lanyards in an adequate number on the deck and check them to ensure they are usable and without damage	-	-	-	-
<b>PC19.</b> test the fire extinguishers for the correct functioning	-	-	-	-
<b>PC20.</b> ensure there are no obstructions in accessing the safety and firefighting equipment during an emergency	-	-	-	-
<b>PC21.</b> test the fire hoses to ensure they have no leakages	-	-	-	-
<i>Perform waste management</i>	<b>2</b>	<b>4</b>	-	<b>4</b>
<b>PC22.</b> segregate waste into appropriate categories	-	-	-	-
<b>PC23.</b> dispose the non-recyclable waste appropriately	-	-	-	-
<b>PC24.</b> deposit the recyclable and reusable material at the identified location	-	-	-	-
<b>NOS Total</b>	<b>30</b>	<b>40</b>	-	<b>30</b>

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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	AGR/N5101
<b>NOS Name</b>	Prepare the deck for the capture operation
<b>Sector</b>	Agriculture
<b>Sub-Sector</b>	Fisheries
<b>Occupation</b>	Assistance (Fisheries)
<b>NSQF Level</b>	4
<b>Credits</b>	3
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	24/02/2022
<b>Next Review Date</b>	24/02/2025
<b>NSQC Clearance Date</b>	24/02/2022

## Qualification Pack

### AGR/N5102: Carry out deck work during the capture operation

#### Description

This OS unit is about carrying out deck work during the capture operation, assisting in mooring and unloading the catch.

#### Scope

The scope covers the following :

- Carry out deck work
- Assist in mooring the vessel and unloading the catch
- Optimise resource utilisation

#### Elements and Performance Criteria

##### *Carry out deck work*

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

- PC1.** follow the appropriate measures on the deck to protect against any sudden and violent movements
- PC2.** carry out watch-keeping and assist the driver in steering to help prevent collision with other vessels
- PC3.** assist in anchoring the vessel and ensure it is anchored appropriately
- PC4.** set up the fishing gear correctly to capture fish
- PC5.** store the catch at the recommended temperature, ensuring timely refrigeration and hygienic conditions
- PC6.** ensure all the mandatory signals and shapes are hoisted at appropriate times
- PC7.** maintain vigil in the wheelhouse at all times
- PC8.** ensure the vessel is well illuminated at night
- PC9.** cover all the relevant openings on the deck to prevent water from entering and accumulating in the vessel
- PC10.** ensure the lifesaving equipment are ready for use
- PC11.** assist the fishing boat driver in the day to day operations and checking weather
- PC12.** monitor the weather from marine weather forecasts issued by appropriate approving authority
- PC13.** check for any warnings of storms or depressions on TV, radio or any approved weather broadcaster
- PC14.** check the accuracy of the weather forecast by observing the state of the sea, the wind at the harbour and the sky
- PC15.** maintain constant communication with the relevant authorities through the marine VHF radio and comply with the given instructions or warnings
- PC16.** follow the recommended safety procedures during the rough weather
- PC17.** carry out maintenance of the fishing gear and deck equipment during the capture operation

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### *Assist in mooring the vessel and unloading the catch*

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

- PC18.** assist in mooring the vessel at the harbour
- PC19.** unload the catch at the harbour, protecting it from damage and contamination
- PC20.** maintain the record of the catch

### *Optimise resource utilisation*

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

- PC21.** optimise the usage of water and other resources in various tasks and processes
- PC22.** connect electrical tools and equipment safely and turn them off when not in use
- PC23.** plug water leakages to prevent its wastage

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** how to use navigational equipment and aids, and plot safe courses
- KU2.** appropriate measures to be taken on the deck to protect against any sudden and violent movements
- KU3.** applicable watch-keeping and steering responsibilities
- KU4.** the process of anchoring the vessel appropriately
- KU5.** the process of setting up the fishing gear to capture fish
- KU6.** the importance of storing the catch at the recommended temperature, and ensuring timely refrigeration and hygienic conditions
- KU7.** various mandatory signals and shapes to be hoisted in the vessel
- KU8.** the importance of maintaining a vigil in the wheelhouse at all times and ensuring the vessel is well illuminated at night
- KU9.** the importance of ensuring the lifesaving equipment is ready for use at all times
- KU10.** the importance and process of maintaining constant communication with the relevant authorities through the marine VHF radio and complying with the given instructions or warnings
- KU11.** the recommended safety procedures to be followed during the rough weather
- KU12.** how to carry out maintenance of the fishing gear and deck equipment
- KU13.** the process of mooring the vessel at the harbour
- KU14.** the importance of unloading the catch at the harbour, protecting it from damage and contamination
- KU15.** applicable documentation requirements
- KU16.** the benefits of resource optimisation
- KU17.** use of fishing gear, various deck equipment, ropes and cordage used on board
- KU18.** operation of life-saving units
- KU19.** basic seamanship activities, ropework and deck work
- KU20.** how to send a distress message during an emergency using VHF radio
- KU21.** appropriate signals to be displayed while in distress or emergency

## Qualification Pack

### Generic Skills (GS)

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

- GS1.** make work-related notes and records
- GS2.** read the relevant guides and manuals
- GS3.** communicate politely and professionally
- GS4.** take quick decisions to resolve work-related issues and minimise the impact on productivity
- GS5.** listen attentively to understand the information being shared
- GS6.** plan and prioritise tasks to ensure timely completion
- GS7.** evaluate all possible solutions to a problem to select the best one

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### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Carry out deck work</i>	<b>18</b>	<b>20</b>	-	<b>18</b>
<b>PC1.</b> follow the appropriate measures on the deck to protect against any sudden and violent movements	-	-	-	-
<b>PC2.</b> carry out watch-keeping and assist the driver in steering to help prevent collision with other vessels	-	-	-	-
<b>PC3.</b> assist in anchoring the vessel and ensure it is anchored appropriately	-	-	-	-
<b>PC4.</b> set up the fishing gear correctly to capture fish	-	-	-	-
<b>PC5.</b> store the catch at the recommended temperature, ensuring timely refrigeration and hygienic conditions	-	-	-	-
<b>PC6.</b> ensure all the mandatory signals and shapes are hoisted at appropriate times	-	-	-	-
<b>PC7.</b> maintain vigil in the wheelhouse at all times	-	-	-	-
<b>PC8.</b> ensure the vessel is well illuminated at night	-	-	-	-
<b>PC9.</b> cover all the relevant openings on the deck to prevent water from entering and accumulating in the vessel	-	-	-	-
<b>PC10.</b> ensure the lifesaving equipment are ready for use	-	-	-	-
<b>PC11.</b> assist the fishing boat driver in the day to day operations and checking weather	-	-	-	-
<b>PC12.</b> monitor the weather from marine weather forecasts issued by appropriate approving authority	-	-	-	-
<b>PC13.</b> check for any warnings of storms or depressions on TV, radio or any approved weather broadcaster	-	-	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC14.</b> check the accuracy of the weather forecast by observing the state of the sea, the wind at the harbour and the sky	-	-	-	-
<b>PC15.</b> maintain constant communication with the relevant authorities through the marine VHF radio and comply with the given instructions or warnings	-	-	-	-
<b>PC16.</b> follow the recommended safety procedures during the rough weather	-	-	-	-
<b>PC17.</b> carry out maintenance of the fishing gear and deck equipment during the capture operation	-	-	-	-
<i>Assist in mooring the vessel and unloading the catch</i>	<b>8</b>	<b>12</b>	-	<b>10</b>
<b>PC18.</b> assist in mooring the vessel at the harbour	-	-	-	-
<b>PC19.</b> unload the catch at the harbour, protecting it from damage and contamination	-	-	-	-
<b>PC20.</b> maintain the record of the catch	-	-	-	-
<i>Optimise resource utilisation</i>	<b>4</b>	<b>6</b>	-	<b>4</b>
<b>PC21.</b> optimise the usage of water and other resources in various tasks and processes	-	-	-	-
<b>PC22.</b> connect electrical tools and equipment safely and turn them off when not in use	-	-	-	-
<b>PC23.</b> plug water leakages to prevent its wastage	-	-	-	-
<b>NOS Total</b>	<b>30</b>	<b>38</b>	-	<b>32</b>

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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	AGR/N5102
<b>NOS Name</b>	Carry out deck work during the capture operation
<b>Sector</b>	Agriculture
<b>Sub-Sector</b>	Fisheries
<b>Occupation</b>	Assistance (Fisheries)
<b>NSQF Level</b>	4
<b>Credits</b>	4
<b>Version</b>	3.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	24/02/2025
<b>NSQC Clearance Date</b>	24/02/2022

## Qualification Pack

# AGR/N5103: Follow the safety and hygiene practices in capture fisheries operations

## Description

This OS unit is about following safety, hygiene and sanitation practices for capture fisheries and fishing assistance.

## Scope

The scope covers the following :

- Follow onboard safe working practices
- Follow safety guidelines in water bodies
- Follow the fish capturing and handling guidelines

## Elements and Performance Criteria

### *Follow onboard safe working practices*

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

- PC1.** use all fishing machinery and equipment safely following the manufacturer's instructions
- PC2.** carry out regular testing and maintenance of the life-saving and firefighting equipment
- PC3.** use the life-saving equipment in case of rough weather/ emergencies

### *Follow safety guidelines in water bodies*

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

- PC4.** follow the applicable regulations such as Coastal Regulation Zone (CRZ) guidelines
- PC5.** use the relevant equipment to detect ships/ boats in the vicinity and take appropriate measures to avoid collisions
- PC6.** detect underwater dangers along the fishing route and take appropriate measures to mitigate them

### *Follow the fish capturing and handling guidelines*

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

- PC7.** follow the applicable laws related to fishing methods, use of different types of fishing gear, conservation of banned species, disposal of dead/ damaged fish, etc.
- PC8.** identify poisonous organisms caught with the fish and dispose them safely
- PC9.** handle and clean the fish ensuring minimum damage to it
- PC10.** store the fish under the recommended temperature and in hygienic conditions to maintain its freshness

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** safe use of various fishing machineries and equipment

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- KU2.** regular testing and maintenance of the life-saving and firefighting equipment
- KU3.** how to use different types of life-saving equipment
- KU4.** relevant regulations to be followed in the marine waters such as Coastal Regulation Zone (CRZ) guidelines
- KU5.** the process of using the relevant equipment to detect ships/ boats in the vicinity and the appropriate measures to be followed to avoid collisions
- KU6.** the process of detecting underwater dangers along the fishing route and appropriate measures to be taken to mitigate them
- KU7.** applicable laws related to fishing methods, use of different types of fishing gear, conservation of banned species, disposal of dead/ damaged fish, etc.
- KU8.** the process of identifying poisonous creatures caught with the fish and their safe disposal
- KU9.** the process of handling and cleaning the fish safely
- KU10.** the temperature and hygiene requirement for storing the fish to maintain its freshness

## Generic Skills (GS)

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

- GS1.** write work-related records
- GS2.** communicate clearly and politely
- GS3.** read the relevant literature to get information about the latest developments in the field of work
- GS4.** plan and prioritise tasks to ensure timely completion
- GS5.** take quick decisions to deal with workplace emergencies/ accidents
- GS6.** listen attentively to understand the information/ instructions being shared by the speaker
- GS7.** identify possible disruptions to work and take appropriate preventive measures
- GS8.** co-ordinate with co-workers to achieve work objectives
- GS9.** evaluate all possible solutions to a problem to select the best one

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### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Follow onboard safe working practices</i>	<b>10</b>	<b>12</b>	-	<b>8</b>
<b>PC1.</b> use all fishing machinery and equipment safely following the manufacturer's instructions	-	-	-	-
<b>PC2.</b> carry out regular testing and maintenance of the life-saving and firefighting equipment	-	-	-	-
<b>PC3.</b> use the life-saving equipment in case of rough weather/ emergencies	-	-	-	-
<i>Follow safety guidelines in water bodies</i>	<b>8</b>	<b>12</b>	-	<b>10</b>
<b>PC4.</b> follow the applicable regulations such as Coastal Regulation Zone (CRZ) guidelines	-	-	-	-
<b>PC5.</b> use the relevant equipment to detect ships/ boats in the vicinity and take appropriate measures to avoid collisions	-	-	-	-
<b>PC6.</b> detect underwater dangers along the fishing route and take appropriate measures to mitigate them	-	-	-	-
<i>Follow the fish capturing and handling guidelines</i>	<b>12</b>	<b>16</b>	-	<b>12</b>
<b>PC7.</b> follow the applicable laws related to fishing methods, use of different types of fishing gear, conservation of banned species, disposal of dead/ damaged fish, etc.	-	-	-	-
<b>PC8.</b> identify poisonous organisms caught with the fish and dispose them safely	-	-	-	-
<b>PC9.</b> handle and clean the fish ensuring minimum damage to it	-	-	-	-
<b>PC10.</b> store the fish under the recommended temperature and in hygienic conditions to maintain its freshness	-	-	-	-
<b>NOS Total</b>	<b>30</b>	<b>40</b>	-	<b>30</b>

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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	AGR/N5103
<b>NOS Name</b>	Follow the safety and hygiene practices in capture fisheries operations
<b>Sector</b>	Agriculture
<b>Sub-Sector</b>	Fisheries
<b>Occupation</b>	Assistance (Fisheries)
<b>NSQF Level</b>	4
<b>Credits</b>	1
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	31/03/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	31/03/2022

## Qualification Pack

### DGT/VSQ/N0102: Employability Skills (60 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.** identify employability skills required for jobs in various industries
- PC2.** identify and explore learning and employability portals

##### *Constitutional values - Citizenship*

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

- 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*

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

- 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*

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

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- 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*

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

- 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*

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

- 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*

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

- 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*

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

- 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*

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

- 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*

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

- 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*

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

- PC26.** identify different types of customers
- PC27.** identify and respond to customer requests and needs in a professional manner.

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**PC28.** follow appropriate hygiene and grooming standards

*Getting ready for apprenticeship & Jobs*

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

**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

## 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

**KU11.** 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 and use applications such as word processors, spreadsheets etc.

**KU16.** how to identify business opportunities

**KU17.** types and needs of customers

**KU18.** how to apply for a job and prepare for an interview

**KU19.** 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

**GS2.** communicate effectively using appropriate language in formal and informal settings

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- GS3.** behave politely and appropriately with all
- GS4.** how to work in a virtual mode
- 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

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Introduction to Employability Skills</i>	<b>1</b>	<b>1</b>	-	-
<b>PC1.</b> identify employability skills required for jobs in various industries	-	-	-	-
<b>PC2.</b> identify and explore learning and employability portals	-	-	-	-
<i>Constitutional values - Citizenship</i>	<b>1</b>	<b>1</b>	-	-
<b>PC3.</b> 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.	-	-	-	-
<b>PC4.</b> follow environmentally sustainable practices	-	-	-	-
<i>Becoming a Professional in the 21st Century</i>	<b>2</b>	<b>4</b>	-	-
<b>PC5.</b> recognize the significance of 21st Century Skills for employment	-	-	-	-
<b>PC6.</b> practice the 21st Century Skills such as Self-Awareness, Behaviour Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life	-	-	-	-
<i>Basic English Skills</i>	<b>2</b>	<b>3</b>	-	-
<b>PC7.</b> use basic English for everyday conversation in different contexts, in person and over the telephone	-	-	-	-
<b>PC8.</b> read and understand routine information, notes, instructions, mails, letters etc. written in English	-	-	-	-
<b>PC9.</b> write short messages, notes, letters, e-mails etc. in English	-	-	-	-
<i>Career Development &amp; Goal Setting</i>	<b>1</b>	<b>2</b>	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC10.</b> understand the difference between job and career	-	-	-	-
<b>PC11.</b> prepare a career development plan with short- and long-term goals, based on aptitude	-	-	-	-
<i>Communication Skills</i>	<b>2</b>	<b>2</b>	-	-
<b>PC12.</b> follow verbal and non-verbal communication etiquette and active listening techniques in various settings	-	-	-	-
<b>PC13.</b> work collaboratively with others in a team	-	-	-	-
<i>Diversity &amp; Inclusion</i>	<b>1</b>	<b>2</b>	-	-
<b>PC14.</b> communicate and behave appropriately with all genders and PwD	-	-	-	-
<b>PC15.</b> escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-
<i>Financial and Legal Literacy</i>	<b>2</b>	<b>3</b>	-	-
<b>PC16.</b> select financial institutions, products and services as per requirement	-	-	-	-
<b>PC17.</b> carry out offline and online financial transactions, safely and securely	-	-	-	-
<b>PC18.</b> identify common components of salary and compute income, expenses, taxes, investments etc	-	-	-	-
<b>PC19.</b> identify relevant rights and laws and use legal aids to fight against legal exploitation	-	-	-	-
<i>Essential Digital Skills</i>	<b>3</b>	<b>4</b>	-	-
<b>PC20.</b> operate digital devices and carry out basic internet operations securely and safely	-	-	-	-
<b>PC21.</b> use e- mail and social media platforms and virtual collaboration tools to work effectively	-	-	-	-
<b>PC22.</b> use basic features of word processor, spreadsheets, and presentations	-	-	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Entrepreneurship</i>	<b>2</b>	<b>3</b>	-	-
<b>PC23.</b> identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	-	-	-	-
<b>PC24.</b> develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	-	-	-	-
<b>PC25.</b> identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity	-	-	-	-
<i>Customer Service</i>	<b>1</b>	<b>2</b>	-	-
<b>PC26.</b> identify different types of customers	-	-	-	-
<b>PC27.</b> identify and respond to customer requests and needs in a professional manner.	-	-	-	-
<b>PC28.</b> follow appropriate hygiene and grooming standards	-	-	-	-
<i>Getting ready for apprenticeship &amp; Jobs</i>	<b>2</b>	<b>3</b>	-	-
<b>PC29.</b> create a professional Curriculum vitae (Résumé)	-	-	-	-
<b>PC30.</b> search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	-	-	-	-
<b>PC31.</b> apply to identified job openings using offline /online methods as per requirement	-	-	-	-
<b>PC32.</b> answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
<b>PC33.</b> identify apprenticeship opportunities and register for it as per guidelines and requirements	-	-	-	-
<b>NOS Total</b>	<b>20</b>	<b>30</b>	-	-

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	DGT/VSQ/N0102
<b>NOS Name</b>	Employability Skills (60 Hours)
<b>Sector</b>	Cross Sectoral
<b>Sub-Sector</b>	Professional Skills
<b>Occupation</b>	Employability
<b>NSQF Level</b>	4
<b>Credits</b>	2
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	28/02/2026
<b>NSQC Clearance Date</b>	28/02/2023

## 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) (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. 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).
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on these criteria.
5. In case of successfully passing only a certain number of NOSs, the trainee is eligible to take a

## Qualification Pack

subsequent assessment on the balance NOS's to pass the Qualification Pack.

6. 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/N5101.Prepare the deck for the capture operation	30	40	-	30	100	50
AGR/N5102.Carry out deck work during the capture operation	30	38	-	32	100	40
AGR/N5103.Follow the safety and hygiene practices in capture fisheries operations	30	40	-	30	100	5
DGT/VSQ/N0102.Employability Skills (60 Hours)	20	30	-	-	50	5
<b>Total</b>	<b>110</b>	<b>148</b>	<b>-</b>	<b>92</b>	<b>350</b>	<b>100</b>

## Qualification Pack

### Acronyms

<b>NOS</b>	National Occupational Standard(s)
<b>NSQF</b>	National Skills Qualifications Framework
<b>QP</b>	Qualifications Pack
<b>TVET</b>	Technical and Vocational Education and Training

## Qualification Pack

### Glossary

<b>Sector</b>	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.
<b>Sub-sector</b>	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
<b>Occupation</b>	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
<b>Job role</b>	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
<b>Occupational Standards (OS)</b>	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.
<b>Performance Criteria (PC)</b>	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
<b>National Occupational Standards (NOS)</b>	NOS are occupational standards which apply uniquely in the Indian context.
<b>Qualifications Pack (QP)</b>	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.
<b>Unit Code</b>	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
<b>Unit Title</b>	Unit title gives a clear overall statement about what the incumbent should be able to do.
<b>Description</b>	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.
<b>Scope</b>	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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<b>Knowledge and Understanding (KU)</b>	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.
<b>Organisational Context</b>	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.
<b>Technical Knowledge</b>	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
<b>Core Skills/ Generic Skills (GS)</b>	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.
<b>Electives</b>	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.
<b>Options</b>	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.