



Model Curriculum

QP Name: Poultry Farm Supervisor

Electives: Breeder/Layer/ Broiler

QP Code: AGR/Q4308

QP Version: 2.0

NSQF Level: 5

Model Curriculum Version: 2.0

Agriculture Skill Council of India || Agriculture Skill Council of India (ASCI), 6th Floor, GNG Tower, Plot No. 10,
Sector -44

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Training Parameters

Sector	Agriculture
Sub-Sector	Poultry
Occupation	Poultry Farming
Country	India
NSQF Level	5
Aligned to NCO/ISCO/ISIC Code	NCO-2015/6122.0101
Minimum Educational Qualification and Experience	<p>Minimum Educational Qualification: Completed 2nd year of UG OR Pursuing 2nd year of UG and continuous education OR Completed 2nd year of 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 relevant experience OR 12th Grade pass with 2- year relevant experience OR 10th Grade pass with 4-year relevant experience OR Previous relevant Qualification of NSQF Level 4 and with minimum education as 8th Grade pass with 3-year relevant experience OR Previous relevant Qualification of NSQF Level 4.5 with 1.5- year relevant experience</p>
Pre-Requisite License or Training	NA
Minimum Job Entry Age	19 Years
Last Reviewed On	31-03-2022
Next Review Date	31-03-2025
NSQC Approval Date	31-03-2022
QP Version	3.0
Model Curriculum Creation Date	31-03-2022
Model Curriculum Valid Up to Date	31-03-2025

Model Curriculum Version	2.0
Minimum Duration of the Course	480 Hours
Maximum Duration of the Course	570 Hours

Program Overview

This section summarizes the end objectives of the program along with its duration.

Training Outcomes

At the end of the program, the learner should have acquired the listed knowledge and skills.

- Estimate and procure required inputs: Introduction to Poultry industry in India, estimation of inputs, identify and select the vendor/supplier, in time procurement
- Manage health of the chicks: ensure proper rationing, disease management, bio-security measures
- Monitor and supervise the work: Assigning works to workers, observation of work, monitoring, supervision
- Maintain farm equipment, building and environment: Record Keeping, observation, maintenance of farm equipment
- Maintain health and safety of farm workers: hygiene environment, worker health, worker safety at work place, hazard analysis etc.

Compulsory Modules

The table lists the modules and their duration corresponding to the Compulsory NOS of the QP.

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
Bridge Module	05:00	00:00	0:00	0:00	05:00
Module 1: Introduction to the role of a Poultry Farm Supervisor	05:00	00:00	0:00	0:00	05:00
AGR/N4301: Procure the required inputs for raising poultry birds NOS Version- 2.0 NSQF Level-5	10:00	15:00	0:00	0:00	25:00
Module 2: Estimation and procurement of required resources for raising poultry birds	10:00	15:00	0:00	0:00	25:00
AGR/N4342: Supervise the preparation and maintenance of the poultry house for receiving chicks/birds NOS Version- 1.0 NSQF Level-5	10:00	20:00	0:00	0:00	30:00
Module 3: Preparation and maintenance of the poultry house for receiving chicks/birds	10:00	20:00	0:00	0:00	30:00
AGR/N4343: Ensure proper feeding, watering and litter management of birds NOS Version - 1.0 NSQF Level - 5	10:00	20:00	0:00	0:00	30:00

Module 4: Process of proper feeding, watering and litter management of birds	10:00	20:00	0:00	0:00	30:00
AGR/N4344: Ensure biosecurity and hygienic measures to upkeep birds health NOS Version- 1.0 NSQF Level-5	10:00	20:00	0:00	0:00	30:00
Module 5: Biosecurity and hygienic measures to upkeep bird's health	10:00	20:00	0:00	0:00	30:00
AGR/N4302: Supervise farm workers NOS Version- 2.0 NSQF Level-5	15:00	15:00	0:00	0:00	30:00
Module 6: Supervision of farm workers	12:00	12:00	0:00	0:00	24:00
Module 7: Effective communication at the workplace	03:00	03:00	0:00	0:00	0600
AGR/N4345: Maintain records related to a commercial poultry farm NOS Version- 1.0 NSQF Level-5	10:00	20:00	0:00	0:00	30:00
Module 8: Commercial poultry farm record maintenance	10:00	20:00	0:00	0:00	30:00
AGR/N4316: Ensure safety, hygiene and sanitation of poultry farm NOS Version- 2.0 NSQF Level-4	20:00	10:00	0:00	0:00	30:00
Module 9: Safety, hygiene and sanitation of poultry farm	20:00	10:00	0:00	0:00	30:00
DGT/VSQ/N0103 Employability Skills NOS Version-1.0 NSQF Level-5	90:00	00:00	0:00	0:00	90:00
Module 10: Employability Skills	90:00	00:00	0:00	0:00	90:00

Total Duration	180:00	120:00	0:00	0:00	300:00
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OJT: 90 hours

Elective Modules

The table lists the modules and their duration corresponding to the Elective NOS of the QP.

Elective 1:

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
AGR/N4346: Manage the brooding, growing and laying birds in a breeder/layer farm NOS Version-1.0 NSQF Level-5	10:00	20:00	0:00	0:00	30:00
Module 11: Managing brooding, growing and laying birds in a breeder/layer farm	10:00	20:00	0:00	0:00	30:00
AGR/N4347: Ensure proper collection, storage and transportation of hatching eggs in a breeder/layer farm NOS Version- 1.0 NSQF Level-5	10:00	20:00	0:00	0:00	30:00
Module 12: Process of collection, storage and transportation of hatching eggs in a breeder/layer farm	10:00	20:00	0:00	0:00	30:00
AGR/N4348: Carry out male management in breeders NOS Version- 1.0 NSQF Level-5	10:00	20:00	0:00	0:00	30:00
Module 13: Male management in breeders	10:00	20:00	0:00	0:00	30:00
Total Duration	30:00	60:00	0:00	0:00	90:00

Elective 2:

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
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AGR/N4349: Manage the brooding, growing and finisher birds in a broiler farm NOS Version- 1.0 NSQF Level-5	30:00	60:00	0:00	05:00	90:00
Module 14: Brooding, growing and finisher birds in a broiler farm	30:00	60:00	0:00	0:00	90:00
Total Duration	30:00	60:00	0:00	0:00	90:00

Module Details

Module 1: Introduction to the role of a Poultry Farm Supervisor

Bridge Module

Terminal Outcomes:

- Discuss the role and responsibilities of Poultry Farm Supervisor

Duration: 05:00	Duration: 00:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes

<ul style="list-style-type: none"> ● Explain about Poultry Farming ● Describe the roles and responsibility of a Poultry Farm Supervisor ● Discuss the scope and importance of poultry farming in India ● Discuss about Poultry Industry ● List the types of Poultry-broiler, Layer, Breeder ● Explain the importance of sanitized environment for the safety of the birds 	
Classroom Aids:	
Training Kit - Trainer Guide, Presentations, Whiteboard, Marker, Projector, Laptop	
Tools, Equipment and Other Requirements	

Module 2: Estimation and procurement of required resources for raising poultry birds

Mapped to AGR/N4301 v2.0

Terminal Outcomes:

- Discuss the resources required for raising poultry chicks
- Cost estimation and procurements of required inputs

Duration: 10:00	Duration: 15:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> ● List the inputs required for the poultry farm. 	<ul style="list-style-type: none"> ● Estimate the carrying capacity of the

<ul style="list-style-type: none"> ● Explain the method of procurement of resources required ● Discuss different environmental, feed, water, light requirements and stocking densities to produce quality broilers ● Explain about the All-in-all-out system in raising the poultry and its importance ● Explain best practices of resource procurement, management and scheduling ● Explain the assessment of carrying capacity in raising the chicks. ● Explain the pre-requisites of resources for health and safety requirements required in the poultry farm. ● Discuss specific poultry production systems, such as broilers, breeders and commercial layers ● Explain about vendor and inventory management ● Explain the best practices of resource procurement, management and scheduling ● Explain company's policies on materials purchase, vendor selection and inventory management ● Explain relevant legislation, standards, policies, and procedures at work ● Explain the impact of not following the health, hygiene, safety and quality standards on consumers and the business 	<p>farm to raise chicks-breeder, Layer and broiler</p> <ul style="list-style-type: none"> ● Demonstrate the procedure for All-in-all-out system ● Estimate the quality requirement of each input to meet the given target ● Estimate the quantity of inputs required such as broiler chicks, feed, equipment, manpower, water, vaccines, etc. ● Demonstrate the collection of information about suppliers providing the required inputs in the market ● Identify right supplier(s) to maintain uninterrupted material supply ● Demonstrate the negotiation with supplier(s) on prices and supply time of materials to get the best deal ● Place order and procure the inputs ● Inspect the quality of the inputs procured ● Demonstrate how to make arrangements for availability of quantity of material for achieving company's quality and quantity target of broiler production ● Demonstrate the procedure to maintain the procurement record as per the company's policy
Classroom Aids:	
Training Kit - Trainer Guide, Presentations, Whiteboard, Marker, Projector, Laptop	
Tools, Equipment and Other Requirements	
Procurement record	

Module 3: Preparation and maintenance of the poultry house for receiving chicks/birds

Mapped to AGR/N4342 v2.0

Terminal Outcomes:

- Maintain the farm equipment, building and environment required for quality standards
- Describe different poultry production systems with specific housing to accommodate them

Duration: 10:00	Duration: 20:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> ● List the farm equipment required in 	<ul style="list-style-type: none"> ● Examine poultry shed design

<p>the poultry farm</p> <ul style="list-style-type: none"> ● Explain productivity and quality standards ● Discuss essential operations to be carried out prior to receiving chicks ● Discuss essential operations to be carried out after receiving chicks ● Explain the importance of proper ventilation, light, water, temperature and humidity for raising chicks ● Discuss about importance of maintaining of farm equipment ● Describe the environmental conditions required at poultry farm ● Explain different types of housing to accommodate chicks, grower and finisher birds ● Explain infrastructure requirements for protection of chicks from predators ● Explain the importance of culling. ● Explain the different poultry production systems with specific housing to accommodate them. ● Describe the procedure for terminal disinfection of poultry sheds ● List the activities to be performed ● Explain relevant legislation, standards, policies, and procedures at work ● Explain relevant health and safety requirements applicable to the work environment ● Explain the impact of not following the health, hygiene, safety and quality standards on consumers and the business 	<p>specifications</p> <ul style="list-style-type: none"> ● Inspect farm tools and equipment ● Demonstrate measures to upkeep the health and safety of the birds as per standard operating procedures ● Analyse the needs of the shed such as tools and equipment, brooder unit, chick guard, feeder, drinker, etc. ● Identify and Select suitable site for construction of poultry shed for housing chicks/grower/layer birds ● Inspect the physical infrastructure periodically ● Examine the farm shed for the water spillages, blockage or cracks ● Demonstrate methods to maintain optimum moisture level, temperature, light intensity, ventilation in the farm ● Demonstrate the procedure for cleaning, disinfection and sanitization of the farm ● Inspect chlorination and filtration of water ● Demonstrate the process of culling and proper disposal of culled birds ● Demonstrate the disposal of the litter material after the batch is over ● Analyse the infrastructure requirements for protection of chicks from predators ● Identify the shed that needs to be cleaned out after culling of all its birds ● Demonstrate procedure for terminal disinfection of shed
<p>Classroom Aids:</p>	
<p>Training Kit - Trainer Guide, Presentations, Whiteboard, Marker, Projector, Laptop</p>	
<p>Tools, Equipment and Other Requirements</p>	

Cage Structure, Sawdust/paddy husk (in case it is deep littered), PVC Pipes, Water Nipples, Ventilators, Chemicals, Disinfectants, Tube lights, Egg Trays, other house construction material etc.

Module 4: Process of proper feeding, watering and litter management of birds

Mapped to AGR/N4343 v1.0

Terminal Outcomes:

- Maintain the health of the chicks, ensuring balanced feed and sanitized water for poultry birds along with their litter management.

Duration: 10:00	Duration: 20:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> ● Discuss about balanced diet of chicks ● Explain the quality standards required for chicks ● Explain the different type and quantity of feed required for the bird as per their age/growth stage ● Explain the proper procedure for the storage and disposal of feed ● Discuss about various types of pest infestation in feed and their remedial measures ● Explain consequences of improper storage of feed ● Explain waste disposal techniques for litter ● Explain benefits of resource optimization ● Explain balanced feed Supplement and diet according to age of the bird ● Explain how to maintain record of feeding schedule and type of feed ● Explain ways of efficiently managing material and water in the process ● Explain the importance of optimize material usage including water/electricity in various tasks/activities/processes ● Explain normal feeding and drinking behavior of chicks/birds as per their growth stage 	<ul style="list-style-type: none"> ● Assess the quality and quantity of the feed delivered and report issues, if any ● Inspect the quality and quantity of feed delivered at the farm ● Demonstrate the measures to be taken for any discrepancies in delivered feed ● Estimate the number of feeders and drinkers according to the number of chicks/birds in the shed ● Analyze the feed requirement of chicks, birds ● Demonstrate safe storage methods of feed to prevent moisture absorption and fungal infestation ● Estimate number of feeders and drinkers required according to the number of chicks/birds in the shed ● Demonstrate how to maintain proper height of the feeder and drinker for easy access to birds ● Demonstrate the procedure for sanitizing and maintaining feeders and drinkers as per the SOP ● Estimate the balanced feed required by the birds as per age and growth stage ● Apply different approaches for minimization of waste ● Demonstrate the ways to maintain the proper Feed Conversion Ratio

	<ul style="list-style-type: none"> ● Demonstrate the procedure for recording the weight of the birds at regular interval ● Demonstrate how to maintain the feed record ● Demonstrate methods to monitor quantity of feed and water intake by the birds ● Calculate the feed conversion ratio ● Demonstrate the way to segregate and dispose different categories of waste ● Demonstrate the measures for disease control and management ● Demonstrate the process of raking/stirring ● Estimate the balanced feed required and add feed according to the bird's diet ● Demonstrate measures to maintain optimum moisture and ammonia levels in the litter
Classroom Aids:	
Training Kit - Trainer Guide, Presentations, Whiteboard, Marker, Projector, Laptop	
Tools, Equipment and Other Requirements	
Vaccines, Balanced Feed Chart, Record book	

Module 5: Biosecurity and hygienic measures to upkeep bird's health

Mapped to AGR/N4344 v1.0

Terminal Outcomes:

- Maintaining health of the birds by adopting appropriate biosecurity measures at the poultry farm.

Duration: 10:00	Duration: 20:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> ● List preventive measures for preventive health care of chicks ● Explain the importance of personal hygiene at poultry farm ● List the different types of vaccines and the frequency in which they are administered to the chicks ● Describe the importance of biosecurity and disinfection in disease prevention ● Explain different types of fencing used around the farm premises ● Explain the methods to identify the advanced symptoms in birds ● Explain the method followed to control the disease in case of disease/infection ● Explain the importance of vaccination and deworming of poultry birds ● Describe the vaccination and medication schedule for the poultry birds ● Explain about possible sources of contamination of medications ● Discuss cross contamination by human, wild birds, domesticated animal and vehicles ● Explain administration of prescribed basic healthcare treatments ● Explain the importance of cold chain during transportation and storage ● Discuss organization's methods for preventive care for ensuring health 	<ul style="list-style-type: none"> ● Demonstrate the procedure for cleaning and maintenance of poultry sheds using disinfectants, sanitizers etc. ● Demonstrate the procedure for deworming of poultry birds ● Demonstrate the implementation of fly control program in elevated cage and slat system of the shed ● Demonstrate the measures to restrict the movement of free flying birds and other animals with fence around the farm premises ● Create foot dip and hand wash at the entrance ● Demonstrate the procedure for disinfection of the incoming vehicles with vehicle spray and human spray for the accompanying persons ● Demonstrate the various measure to prevent the entry of rats and other rodents in the farm ● Demonstrate the precautions for diseases in birds ● Demonstrate vaccination and medication of the birds as per schedule ● Demonstrate the practices for disease management ● Demonstrate the bio-security measures in the poultry farm ● Demonstrate the measures to restrict the entry of men and material, in case of visitation use the safety and hygiene norms

<p>and well-being of birds and</p> <ul style="list-style-type: none"> ● people ● Explain relevant legislation, standards, policies, and procedures at work ● Explain the impact of not following the health, hygiene, safety and quality standards on consumers and the business 	<ul style="list-style-type: none"> ● Demonstrate the procedure for basic healthcare treatment in poultry ● Demonstrate the procedures for safe disposal of dead birds and other waste from poultry farm
Classroom Aids:	
Training Kit - Trainer Guide, Presentations, Whiteboard, Marker, Projector, Laptop	
Tools, Equipment and Other Requirements	
Vaccines, Sanitizers, Disinfectants, Record book, Rubber boots, PPE kits, Gloves	

Module 6: Supervision of farm workers

Mapped to AGR/N4302 v1.0

Terminal Outcomes:

Guide the farm workers for completing their respective work

Duration: 12:00	Duration: 12:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> ● Explain the work requirements to workers ● Discuss about proper handling of broiler chicks at different stages of growth ● Describe the work sequence required in the farm ● Explain the effective ways to workers for completing their respective work ● Explain how to maintain the operational records ● Explain the documentation and related procedures applicable in the context ● Explain about age-wise feeding program, correct nutritional diet, and water requirement of chicks ● Explain the seasonal day-night management practices of raising birds during brood stage ● Explain about specific poultry production systems, such as broilers, breeders and commercial layers ● Explain different environmental, feed, water, light requirements to produce quality birds/eggs ● Explain infrastructure requirements for the protection of birds from predators ● Explain company's policies on personnel management, incentives ● Explain environmentally sound methods for raising poultry birds ● Explain relevant legislation, standards, policies, and procedures at work 	<ul style="list-style-type: none"> ● Identify the maintenance activities related to the poultry birds and farm infrastructure ● Plan the work schedule in poultry farm and distribute the work among workers ● Demonstrate how to maintain the record of activities ● Demonstrate how to guide and monitor the activities of workers ● Analyze the working environment in the poultry farm ● Demonstrate the use of PPE ● Identify the workers' need and behaviour ● Demonstrate how to monitor health, hygiene, sanitation and welfare of broiler chicks in the poultry farm periodically ● Demonstrate training of workers on handling of chicks at different stages of growth ● Demonstrate how to monitor the workers performing ● Demonstrate the effective ways for completing the work for workers ● Demonstrate methods to motivate workers ● Demonstrate the measures to maintain conducive environment and encourage appropriate behavior and conduct across all the genders and PwD at the workplace

- Explain relevant health and safety requirements applicable to the work environment
- Explain the importance of equal participation of the people across genders in discussions
- Explain the impact of not following the health, hygiene, safety and quality standards on consumers and the business
- Explain waste disposal techniques

Classroom Aids:

Training Kit - Trainer Guide, Presentations, Whiteboard, Marker, Projector, Laptop

Tools, Equipment and Other Requirements

First Aid box

Module 7: Effective communication at the workplace

Mapped to AGR/N4302 v1.0

Terminal Outcomes:

- Apply techniques for effective communication with the stakeholders.
- Explain how to mentor an apprentice.
- Discuss ways to promote diversity and inclusion at the workplace.

Duration: 03:00	Duration: 03:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> ● Explain the importance of verbal and non-verbal communication at the workplace. ● Explain the effective methods of sharing and seeking information and feedback at the workplace. ● Explain the procedure for completing work-related documentation. ● Describe the process of mentoring an apprentice at the workplace. ● Explain the importance of inclusion of all genders and People with Disability (PwD) at the workplace. ● Explain gender concepts (gender as a social construct, gender sensitivity, gender equality etc.), issues and applicable legislation. ● Explain ways in which a conducive working environment can be created for all genders and PwD. ● Define the need for appropriate verbal and non-verbal communication while interacting with all genders and PwD. ● Explain the applicable PwD related regulations. ● Explain the procedure to report inappropriate behaviour e.g., harassment. 	<ul style="list-style-type: none"> ● Demonstrate the requisite level of proficiency in verbal and non-verbal communication at the workplace. ● Demonstrate different approaches to mentoring an apprentice at the workplace. ● Prepare a sample training schedule for an apprentice. ● Demonstrate appropriate verbal and non-verbal communication that is respectful of gender and disability.
Classroom Aids:	
Trainee’s Training Kit and Guide, Power-Point Presentation, Computer, Projector, Black/ Whiteboard. Charts and Videos on Workplace Communication.	
Tools, Equipment and Other Requirements	
Workplace Records and Documents.	

Module 8: Commercial poultry farm record maintenance

Mapped to AGR/N4345 v1.0

Terminal Outcomes:

- Maintain the farm equipment, building and environment required for quality standards.
- Maintain the various records associated with commercial poultry farm

Duration: 10:00	Duration: 20:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> ● Explain the importance of documentation and maintenance of accurate and complete production of different records ● Explain various types of feed and their prevailing rates ● Elaborate Production/ Technical records and Financial records maintained in poultry farm ● Discuss about methods to track back the record from finished product to raw material. ● Explain the methods to calculate the B:C ratio ● Explain relevant legislation, standards, policies, and procedures at work ● Explain the methods to track back the records ● Explain the importance of livability data month-wise and season-wise 	<ul style="list-style-type: none"> ● Demonstrate how to maintain the birds stock register and farm day book ● Demonstrate the procedure to document and maintain records related to poultry production feed record, bird record, medicine record, labour record, expenditure record, eggs record, weight of birds, etc. ● Demonstrate the procedure to document and maintain records of costs incurred including by expenses on feed, inputs cost, vaccination cost, transportation cost (if any), marketing cost etc. ● Demonstrate how to maintain the records of revenue, profit, cost and sale price ● Calculate and record the percentage of settable eggs and rejected eggs in parent birds ● Demonstrate the procedure to document and maintain batch wise performance sheet for the broiler farm ● Calculate the actual cost of production/ kg live weight and the profit/ loss incurred for the batch ● Demonstrate the procedure to document and maintain the daily mortality data with post-mortem lesion findings ● Demonstrate the procedure to document and maintain the data on vaccination and medication particulars ● Demonstrate the procedure to document and record the hen day and hen housed egg production in breeder

	<p>and layer / market weight and FCR in broilers</p> <ul style="list-style-type: none"> ● Demonstrate the procedure to document and maintain birds stock register and farm day book (Flock register) ● Demonstrate the procedure to document and maintain the feed consumption, Feed Conversion Ratio (FCR) for dozen eggs and egg mass/ FCR in broilers ● Demonstrate the procedure to document and maintain the treatment and consumption of water ● Demonstrate the usage of the computer
Classroom Aids:	
Training Kit - Trainer Guide, Presentations, Whiteboard, Marker, Projector, Laptop	
Tools, Equipment and Other Requirements	
Records, Receipts etc.	

Module 9: Safety, hygiene and sanitation of poultry farm

Mapped to AGR/N4316 v1.0

Terminal Outcomes:

- Manage the health and safety of farm workers by preventive health check ups
- Maintaining a clean and efficient workplace and rendering appropriate emergency procedures

Duration: 20:00	Duration: 10:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> ● List the measures to maintain health and safety at the work place ● Explain about the food safety and hygiene regulations of the industry ● Describe the importance of hygiene at the farm ● Explain the Precautionary measures while handling the chemicals/ disinfects/ fumigants/ vaccines/ medicines. ● Explain various possible physical, chemical and biological hazards and methods of prevention of various hazards ● Explain standard procedures followed in case of any health emergency or accident ● Explain the importance of workplace checklist audits before and after work to ensure safety and hygiene ● Explain bio-security measures to be adopted for the management of a poultry farm ● Explain the organizational practices of managing a proper work environment and physical infrastructure of a poultry farm ● Explain relevant legislation, standards, policies, and procedures at work ● Explain the impact of not following the health, hygiene, safety and quality standards on consumers and the business ● Explain waste disposal techniques as per industry guidelines 	<ul style="list-style-type: none"> ● Demonstrate measures to maintain farm tools and equipment regularly ● Inspect the farm equipment ● Analyse the hazard risk at the farm ● Demonstrate the use of protective clothing and equipment to the workers ● Organize regular preventive health check-up of farm workers ● Demonstrate measures to maintain a clean and efficient workplace ● Demonstrate appropriate emergency procedures and report to manager ● Demonstrate general safety and first aid practices ● Demonstrate the procedure for sanitizing the facility and equipment as per the industry standards ● Examine and provide treatment appropriate to the patient's injuries ● Identify the problems before head and take preventive measures ● Demonstrate how to maintain first aid kit and emergency equipment at designated locations ● Demonstrate how to maintain and monitor poultry shed and equipment regularly ● Demonstrate precautionary measures of using and storing various chemicals at the workspace

Classroom Aids:	
Training Kit - Trainer Guide, Presentations, Whiteboard, Marker, Projector, Laptop	
Tools, Equipment and Other Requirements	
Disinfectants, Sanitizers, Sprayer, First Aid Kit, Face Mask, Gloves, Gum Boots, Disposal Bags	

Module 10: Employability Skills (90 hours)

Mapped to NOS DGT/VSQ/N0103 v1.0

Duration: 90:00

Key Learning Outcomes

Introduction to Employability Skills Duration: 3 Hours

After completing this programme, participants will be able to:

1. Outline the importance of Employability Skills for the current job market and future of work
2. List different learning and employability related GOI and private portals and their usage
3. Research and prepare a note on different industries, trends, required skills and the available opportunities

Constitutional values - Citizenship Duration: 1.5 Hours

4. Explain the constitutional values, including civic rights and duties, citizenship, responsibility towards society and personal values and ethics such as honesty, integrity, caring and respecting others that are required to become a responsible citizen
5. Demonstrate how to practice different environmentally sustainable practices

Becoming a Professional in the 21st Century Duration: 5 Hours

6. Discuss relevant 21st century skills required for employment
7. Highlight the importance of practicing 21st century skills like Self-Awareness, Behavior Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn etc. in personal or professional life
8. Create a pathway for adopting a continuous learning mindset for personal and professional development

Basic English Skills Duration: 10 Hours

9. Show how to use basic English sentences for everyday conversation in different contexts, in person and over the telephone
10. Read and understand text written in basic English
11. Write a short note/paragraph / letter/e-mail using correct basic English

Career Development & Goal Setting Duration: 4 Hours

12. Create a career development plan
13. Identify well-defined short- and long-term goals

Communication Skills Duration: 10 Hours

14. Demonstrate how to communicate effectively using verbal and nonverbal communication etiquette
15. Write a brief note/paragraph on a familiar topic
16. Explain the importance of communication etiquette including active listening for effective communication
17. Role play a situation on how to work collaboratively with others in a team

Diversity and Inclusion Duration: 2.5 Hours

18. Demonstrate how to behave, communicate, and conduct appropriately with all genders and PwD

19. Discuss the significance of escalating sexual harassment issues as per POSH act

Financial and Legal Literacy Duration: 10 Hours

20. Discuss various financial institutions, products, and services
21. Demonstrate how to conduct offline and online financial transactions, safely and securely and check passbook/statement
22. Explain the common components of salary such as Basic, PF, Allowances (HRA, TA, DA, etc.), tax deductions
23. Calculate income and expenditure for budgeting
24. Discuss the legal rights, laws, and aids

Essential Digital Skills Duration: 20 Hours

25. Describe the role of digital technology in day-to-day life and the workplace
26. Demonstrate how to operate digital devices and use the associated applications and features, safely and securely
27. Demonstrate how to connect devices securely to internet using different means
28. Follow the dos and don'ts of cyber security to protect against cyber crimes
29. Discuss the significance of displaying responsible online behavior while using various social media platforms
30. Create an e-mail id and follow e-mail etiquette to exchange e-mails
31. Show how to create documents, spreadsheets and presentations using appropriate applications
32. utilize virtual collaboration tools to work effectively

Entrepreneurship Duration: 7 Hours

33. Explain the types of entrepreneurship and enterprises
34. Discuss how to identify opportunities for potential business, sources of funding and associated financial and legal risks with its mitigation plan
35. Describe the 4Ps of Marketing-Product, Price, Place and Promotion and apply them as per requirement
36. Create a sample business plan, for the selected business opportunity

Customer Service Duration: 9 Hours

37. Classify different types of customers
38. Demonstrate how to identify customer needs and respond to them in a professional manner
39. Discuss various tools used to collect customer feedback
40. Discuss the significance of maintaining hygiene and dressing appropriately

Getting ready for apprenticeship & Jobs Duration: 8 Hours

41. Draft a professional Curriculum Vitae (CV)
42. Use various offline and online job search sources to find and apply for jobs
43. Discuss the significance of maintaining hygiene and dressing appropriately for an interview
44. Role play a mock interview
45. List the steps for searching and registering for apprenticeship opportunities

Module 11: Managing brooding, growing and laying birds in a breeder/layer farm

Mapped to AGR/N4346 v1.0

Terminal Outcomes:

- The management of the chicks in a breeder/layer farm.

Duration: 10:00	Duration: 20:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> ● Explain the importance of stock density ● Discuss the methods to provide the feed based on the CV % and body-weight gain ● Explain the method to calculate the coefficient variation, growth performance, body-weight index ● Explain the importance of balanced feed and sanitized water in the growth of poultry birds ● Discuss the importance of immunization of birds ● Explain measures for general well-being of poultry birds ● Discuss about litter management ● Explain the recommended stocking density in a breeder/layer farm ● Explain recommended environment for the chicks during the brooding process ● Explain measures to monitor growth performance of chicks ● Explain culling and their importance ● Explain relevant legislation, standards, policies, and procedures at work ● Explain relevant health and safety requirements applicable to the workplace 	<ul style="list-style-type: none"> ● Demonstrate measures to monitor the health of chicks on weekly basis ● Demonstrate how to monitor the optimum thickness, moisture and ammonia levels in the litter periodically. ● Demonstrate the culling of weak and unproductive birds ● Demonstrate the procedure to clean and sanitize feed and water ● Plan and schedule the Plan the feed gram based on the CV% and body-weight gain ● Analyse the growth performance/body-weight of chicks ● Calculate the Coefficient Variation (CV) of the breeder birds ● Demonstrate the immunization of birds against the diseases ● Demonstrate how to monitor proper lighting during brooding, growing and laying period
Classroom Aids:	
Training Kit - Trainer Guide, Presentations, Whiteboard, Marker, Projector, Laptop	
Tools, Equipment and Other Requirements	
NA	

Module 12: Process of collection, storage and transportation of hatching eggs in a breeder/layer farm

Mapped to AGR/N4347 v1.0

Terminal Outcomes:

- Collection, grading, storage, packing and transportation of the eggs

Duration: 10:00	Duration: 20:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> ● Discuss the environment required hatching the eggs. ● Explain the important of FIFO system ● Explain the Methods to disinfect the cages/ nests and vehicles ● Explain the significance of black colour paint inside the nest box ● Discuss the factors affecting egg production and fertility ● Explain the methods to distinguish good layer and poor layer ● Explain the importance of emery paper in cleaning dirty eggs ● List the management method combat the climatic stress on egg production ● Explain the egg grading parameters ● Explain the package material used for packing the eggs ● Explain method for disinfection of vehicle ● Explain the importance of anti-perch device ● Describe various hygiene practices to be followed before and after collection of eggs ● Explain various waste disposal techniques ● Explain seasonal management to combat the climatic stress on egg production ● Explain relevant codes of practice with regard to egg collection 	<ul style="list-style-type: none"> ● Demonstrate collection of the eggs in the disinfected egg tray ● Demonstrate the process of fumigation of eggs ● Demonstrate the safe disposal of soiled eggs ● Demonstrate the procedure for replacement of the nest bed material and disinfecting the nest ● Demonstrate grading of eggs using various parameters and their proper storage ● Demonstrate the procedure for storing the collected hatching eggs in the cool room after disinfection ● Demonstrate the handling of eggs with precautions ● Demonstrate various methods for cleaning the dirty eggs ● Demonstrate the ways to optimize the temperature and relative humidity while grading and storage of hatching eggs/ table eggs ● Demonstrate the packing of eggs with the recommended capacity in the box/tray ● Demonstrate the sanitary measures to be followed before entry in the cool room ● Demonstrate the proper cleaning and disinfection of the vehicle ● Demonstrate how to maintain temperature and relative humidity in the transportation vehicle

	<ul style="list-style-type: none"> ● Estimate number of nest boxes required based on the number of birds
Classroom Aids:	
Training Kit - Trainer Guide, Presentations, Whiteboard, Marker, Projector, Laptop	
Tools, Equipment and Other Requirements	
Trays, Containers	

Module 13: Male management in breeders

Mapped to AGR/N4348 v1.0

Terminal Outcomes:

- Manage the male management for optimum fertility in the breeder flock

Duration: 10:00	Duration: 20:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Explain the selection and rejection criteria for maintaining the optimum fertility • Discuss the types of spiking and parameters for spiking • Explain about the ideal spiking design • Explain the importance of optimum body weight for effective mating • Discuss different mating techniques • Discuss the methods to maintain Libido and aggressive behaviour of the male birds • Explain about Artificial Insemination (AI) technique • Discuss the conditions for the proper artificial insemination • Discuss importance of balanced feed and feeding schedule for growth of birds • Explain about spiking program for achieving the desired fertility • Explain the difference between Natural mating and Artificial Insemination (AI) in birds • Explain the process of grading of birds as per their body-weight • Explain relevant legislation, standards, policies, and procedures at work • Explain relevant health and safety requirements applicable to the workplace • Explain biosecurity measures to be adopted for health and well-being of 	<ul style="list-style-type: none"> • Demonstrate grading of birds based on body-weight • Demonstrate measures to maintain male-female ratio • Demonstrate the introduction of spike to decline fertility • Identify locations for the natural mating of the birds to improve fertility • Demonstrate the collection of semen from the male at specific age • Demonstrate the procedure for artificial insemination • Plan and schedule male feeding as per the manual • Calculate and maintain the coefficient variation of the broiler birds

birds	
Classroom Aids:	
Training Kit - Trainer Guide, Presentations, Whiteboard, Marker, Projector, Laptop	
Tools, Equipment and Other Requirements	
Small glass funnel with stem plugged with wax, inseminating syringe, wide mouthed glass vial, small pyrex semen cup, large flask to hold water, AI gun, Long plastic gloves, Sheaths, Thaw unit., Tweezer, Thermometer, Water thermos, Straw cutter.	

Module 14: Managing the Brooding, growing and finisher birds in a broiler farm

Mapped to AGR/N4349 v1.0

Terminal Outcomes:

- Management of broilers by ensuring required micro climate, feed, water and stocking density.

Duration: 30:00	Duration: 60:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> ● Explain the Environment required in the farm for the chicks during brooding process ● Discuss the care taken for the chicks to ensure its health ● Explain the safety and hygiene standards to be followed in the broiler farm ● Discuss the effect of temperature, humidity, ammonia production on growth rate ● Explain the importance of adequate air circulation in the farm ● Discuss how to monitor growth performance. ● Discuss the importance of balanced feed and sanitized water for the growth of poultry birds ● Explain stocking density in a broiler farm ● Discuss litter management ● Explain relevant legislation, standards, policies, and procedures at work ● Explain relevant health and safety requirements applicable to the workplace 	<ul style="list-style-type: none"> ● Analyse the growth performance of chicks ● Demonstrate the maintenance of uniform temperature in the broiler farm ● Demonstrate how to monitor the moisture, dust and ammonia levels regularly ● Demonstrate the segregation of birds based on age and stocking density ● Analyse the body-weight of birds periodically to assess their growth performance ● Demonstrate the culling of weak and unproductive birds during growing period to maintain the flock ● Demonstrate the procedure to maintain evenly spread litter materials all over the brooding area with appropriate depth ● Demonstrate the method of providing fresh, dust free feed in chick feeder, trays or paper sheeting in the brooder area ● Calculate the mortality rate of broiler chicks ● Calculate the co-efficient variation of the broiler birds ● Demonstrate culling of weak and unproductive birds ● Plan the feed gram based on the CV% and body-weight gain ● Demonstrate pre and post transport

	<p>handling of poultry birds</p> <ul style="list-style-type: none"> ● Demonstrate the measures to minimize mortality rate of broiler chicks in the farm and during transport
Classroom Aids:	
<p>Training Kit - Trainer Guide, Presentations, Whiteboard, Marker, Projector, Laptop</p>	
Tools, Equipment and Other Requirements	
<p>Charcoal stove / kerosene stove, Gas brooder, Electrical brooder, Infra-red bulbs, Reflectors/ Hovers, Brooder guard / chick guard, Electrical heaters (heating rods or coils) etc.</p>	

Module 15: On-the-Job Training

Mapped to QP AGR/Q4308 v1.0

Mandatory Duration: 90:00	Duration: 00:00
Location: On Site	
Terminal Outcomes	
<ul style="list-style-type: none"> ● Demonstrate various operations of the poultry farm and their suitable management practices as per quality standard ● Explain how to estimate various inputs required for brooding, growing and laying/finisher and procuring the same as per the company's policy ● Demonstrate key consideration for overseeing the preparation and maintenance of the poultry shed for receiving day old chicks/pullet in order to rear them. ● Show how to ensuring balanced feed and sanitized water for poultry birds along with their litter management. ● Discuss various quality parameter of the poultry feed ● Demonstrate how to optimize resources ● Demonstrate waste management and methods of waste disposal ● Show how to maintain health of the birds by adopting relevant biosecurity measures at the poultry farm ● Demonstrate vaccination and deworming of poultry birds ● Discuss how to do optimal distribution of the work among workers as per their competency for efficiently and effectively ● Discuss how to guide and monitor the activities of workers ● Show how to practice inclusion at the workplace ● Demonstrate how to maintain various records related to a commercial poultry farm ● Show how to address the poultry farm efficient and effective functioning ● Show production enhancement planning ● Discuss how to deal with various stakeholder for efficient poultry farm operations ● Show how to maintain and ensure safety, hygiene and sanitation of poultry farm 	

Elective 1: Breeder/Layer

Mandatory Duration: 00:00	Recommended Duration: 30:00
Location: On Site	
Terminal Outcomes	
<ul style="list-style-type: none"> ● Demonstrate how to manage the brooding, growing and laying birds in a breeder/layer farm ● Explain relevant legislation, standards, policies, and procedures at work ● Discuss relevant health and safety requirements applicable to the workplace 	

- Explain own job role and responsibilities and sources of information pertaining to work
- Show how to achieve the optimum livability of poultry
- Show management of the nest box
- Demonstrate collection of hatching eggs/table eggs
- Show grading and storage of hatching eggs/ table eggs
- Demonstrate proper packing and transportation of fertile eggs to the hatchery and table eggs to the market
- Show male management to maintain optimum fertility in the breeder flock
- Show proper Natural Mating/ Artificial Insemination of birds

Elective 2: Broiler

Mandatory Duration: 00:00

Recommended Duration: 25:00

Location: On Site

Terminal Outcomes

- Show proper management of broilers by ensuring the required micro climate, feed, water and stocking density
- Show how to ensure minimum mortality rate of broiler chicks in the farm and during transport
- Demonstrate how to arrange for and maintain proper pre- and post-transport handling and optimum environment
- Discuss relevant legislation, standards, policies, and procedures at work
- Explain relevant health and safety requirements applicable to the workplace

Annexure

Trainer Requirements

Trainer Prerequisites

Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
12 th Class		7	Poultry Farming	0	NA	Broiler Farm Supervisor with 7 Years' experience of working with registered Corporates or Not for Profit Organizations after 12th Pass
Diploma	Veterinary /Animal Husbandry / Poultry	3	Poultry Farming	0	NA	Regular Diploma more than 15 months
Graduate	Graduate in any stream with 10+2 in Science except Agriculture	3	Poultry Farming	0	NA	For the school Program minimum qualification of the Trainer should be Graduate in Zoology with minimum 3 years Teaching experience (will be considered industry experience)
Graduate	Agriculture	2	Poultry Farming	0	NA	
B. V. Sc.		0	Poultry Farming	0	NA	
MSc	Animal science	0	Poultry Farming	0	NA	

Trainer Certification

Domain Certification	Platform Certification
Certified for Job Role “ Poultry Farm Supervisor ”, mapped to QP: “AGR/Q4308, v2.0”, Minimum accepted score is 80%	Recommended that the Trainer is certified for the Job Role: “Trainer (Vet and Skills)”, mapped to the Qualification Pack: “MEP/Q2601, v2.0”. The minimum accepted score as per MEPSC guidelines is 80%.

Assessor Requirements

Assessor Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training/Assessment Experience		Remarks
		Years	Specialization	Years	Specialization	
B. V. Sc.		4	In Animal Science/Veterinary Science /Poultry Science and related streams	0		Practical skills and knowledge required in supervision and coordination of poultry farming activities
B. Tech	Poultry Production Technology	4	In Animal Science/Veterinary Science /Poultry Science and related streams	0		Practical skills and knowledge required in supervision and coordination of poultry farming activities
B. Sc	Animal Husbandry & Dairying/Poultry Production and Business Management	5	In Animal Science/Veterinary Science /Poultry Science and related streams	0		Practical skills and knowledge required in supervision and coordination of poultry farming activities
M. Sc	Animal Science/Poultry Production/Poultry Science/Applied Poultry Science	2	In Animal Science/Veterinary Science /Poultry Science and related streams	0		Practical skills and knowledge required in supervision and coordination of poultry farming activities
M. V. Sc		2	In Animal Science/Veterinary Science /Poultry Science and related streams	0		Practical skills and knowledge required in supervision and coordination of poultry farming activities
Ph. D	Poultry Science/Animal Science/Veterinary Science/Animal Genetics and Breeding	1	In Animal Science/Veterinary Science /Poultry Science and related streams	0		Practical skills and knowledge required in supervision and coordination of poultry farming activities

Assessor Certification

Domain Certification	Platform Certification
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“**Poultry Farm Supervisor**”, “AGR/Q4308, v2.0”,
Minimum accepted score is 80%

Certified for the Job Role: “Assessor (Vet and Skills)”,
mapped to the Qualification Pack: “MEP/Q2701, v2.0”, with
a minimum score of 80%.

Assessment Strategy

Assessment System Overview

In Agriculture Sector it is of ultimate importance that individuals dealing with crop production or livestock have the requisite knowledge and competencies to undertake the task. Based on the Assessment Criteria, SSC in association with empaneled AAs, define the test structure for the given job roles to cover the required skills and competencies. Assessment strategy consists of the following:

1. Multiple Choice Questions: To assess basic knowledge (Objective/Subjective)
2. Viva: To assess awareness on processes (Oral and/or written questioning)
3. Practical: To evaluate skills and identify competencies. (Observation)

Assessments for knowledge and awareness on processes may be conducted through 'real-time' internet-based evaluation or by conducting the same 'offline' through TABs. Skills and competencies are to be assessed by conducting 'practical' on the ground through qualified and ToA certified assessors.

An individual must have adequate knowledge and skills to perform a specific task, weightage for different aspects of the assessment is given as follows:

- Multiple Choice Questions: 20%-30%, depending on the specific QP
- Viva: 20%
- Practical: 50% - 60% (Involves demonstrations of applications and presentations of procedures/tasks and other components)
- Assessment will be carried out by certified assessors through empanelled assessment partners. Based on the results of the assessment; ASCI will certify the learners/candidates

Testing Environment

Assessments are conducted on laptops, Mobiles and android tablets via both offline and online mode depending on the internet connectivity at the assessment location.

In remote locations/villages, assessments get delivered through tablets without the requirement of the Internet.

- Multilingual assessments (ASCI is conducting the assessments in 13 + languages pan India)
- Rubric driven assessments in Practical/Viva sections and responses recorded accordingly
- All responses, data, records and feedback stored digitally on the cloud
- Advanced auto-proctoring features – photographs, time-stamp, geographic-tagging, toggle- screen/copy-paste disabled, etc.
- Android-based monitoring system

- End to end process from allocation of a batch to final result upload, there is no manual intervention
- Assessment will normally be fixed for a day after the end date of the training / within 7 days of completion of training.
- Assessment will be conducted at the training venue
- The room where assessment is conducted will be set with proper seating arrangements with enough space to curb copying or other unethical activities
- Question bank of theory and practice will be prepared by ASCI /assessment agency and approved ASCI. Only from approved Question Bank assessment agency will prepare the question paper. Theory testing will include multiple-choice questions, pictorial questions, etc. which will test the trainee on his theoretical knowledge of the subject.

Assessment			
Assessment Type	Formative or Summative	Strategies	Examples
Theory	Summative	MCQ/Written exam	Knowledge of facts related to the job role and functions. Understanding of principles and concepts related to the job role and functions
Practical	Summative	Structured tasks/Demonstration	Practical application /Demonstration /Application tasks
Viva	Summative	Questioning and Probing	Mock interviews on the usability of job roles/advantages /importance of adherence to procedures. Viva will be used to gauge trainee's confidence and correct knowledge in handling the job situation

- The theory, practical and viva assessments will be carried out on the same day. In case of a greater number of candidates, the number of assessors and venue facilitation be increased and facilitated

The question paper pre-loaded in the computer /Tablet and it will be in the language as requested by the training partner.

Assessment Quality Assurance framework

Assessment Framework and Design:

Based on the Assessment Criteria, SSC in association with AAs will define the test structure for the given roles to cover the required skills and competencies. ASCI offer a bouquet of tools for multi-dimensional evaluation of candidates covering language, cognitive skills, behavioural traits and domain knowledge.

Theoretical Knowledge - Item constructs and types are determined by a theoretical understanding of the testing objectives and published research about the item types and constructs that have shown statistical validity towards measuring the construct. Test item types that have been reported to be coachable are not included. Based on these, items are developed by domain experts. They are provided with comprehensive guidelines of testing objectives of each question and other quality measures.

Type – Questions based on Knowledge Required, Case-based practical scenario questions and automated simulation-based questions.

Practical Skills - The practical assessments are developed taking into consideration two aspects: what practical tasks is the candidate expected to perform on the job and what aspects of the job cannot be judged through theoretical assessments. The candidates shall be asked to perform either an entire task or a set of subtasks depending on the nature of the job role

Type – Standardized rubrics for evaluation against a set of tasks in a demo/practical task

Viva Voce - Those practical tasks which cannot be performed due to time or resource constraints are evaluated through the viva mode. Practical tasks are backed up with Viva for thorough assessment and complete evaluation

Type – Procedural questions, dos and don'ts, subjective questions to check the understanding of practical tasks.

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

Type of Evidence and Evidence Gathering Protocol:

During the assessment the evidence collected by AAs and ASCI are:

- Geo Tagging to track ongoing assessment
- AA's coordinator emails the list of documents and evidence (photos and videos) to the assessor one day before the assessment. The list is mentioned below:
 - Signed Attendance sheet
 - Assessor feedback sheet
 - Candidate feedback sheet

- Assessment checklist for assessor
 - Candidate Aadhar/ID card verification
 - Pictures of the classroom, labs to check the availability of adequate equipment's and tool to conduct the training and assessment
 - Pictures and videos of Assessment, training feedback and infrastructure.
- Apart from the Assessor, a Technical assistant is popularly known as Proctor also ensures the proper documentation and they verify each other's tasks.
 - To validate their work on the day of the assessment, regular calls and video calls are done.
 - On-boarding and training of assessor and proctor is done on a timely basis to ensure that the quality of the assessment should be maintained.
 - Training covers the understanding of QP, NSQF level, NOS and assessment structure

Methods of Validation

- Morning Check (Pre-Assessment): Backend team of AA calls and confirms assessor/technical SPOC event status. Assessor/Technical SPOC are instructed to reach the centre on time by 9:30 AM / as decided with TC and delay should be highlighted to the Training Partner in advance.
- Video Calls: Random video calls are made to the technical SPOC/assessor so as to keep a check on assessment quality and ensure assessment is carried out in a fair and transparent manner
- Aadhar verification of candidates
- Evening Check (Post Assessment): Calls are made to the ground team to ensure the event is over by what time and the documentation is done properly or not.
- TP Calling: To keep a check on malpractices, an independent audit team calls the TP on a recorded line to take confirmation if there was any malpractice activity observed in the assessment on part of the AA/SSC team. If calls are not connected, an email is sent to TP SPOC for taking their confirmation
- Video and Picture Evidence: Backend team collects video and pictures for assessment on a real-time basis and highlights any issue such as students sitting idle/ trainer helping the candidates during the assessment.
- Surprise Visit: Time to time SSC/AA Audit team can visit the assessment location and conduct a surprise audit for the assessment carried out by the ground team.
- Geo Tagging: On the day of the assessment, each technical SPOC is required to login into our internal app which is Geotagged. Any deviation with the centre address needs to be highlighted to the assessment team on a real-time basis.

Method for assessment documentation, archiving, and Access:

- ASCI have a fully automated result generation process in association with multiple AAs
- Theory, Practical and Viva marks form the basis of the results and encrypted files generated to avoid data manipulation. All responses were captured and stored in the System with Time-Stamps at the end of AAs and SSC. NOS-wise and PC-wise scores can

be generated.

- Maker Checker concept: One person prepares the results and another audit result which is internally approved by AA at first and then gets vetted at the end of SSC
- All softcopies of documents are received from the on-ground tech team over email. The same is downloaded by our internal backend team and saved in Repository. The repository consists of scheme-wise folders. These scheme-wise folders have to job role-specific folders. These specific folders have Year wise and Month wise folders where all documents are saved in Batch specific folders. All Hard copies are filed and stored in the storeroom.

Result Review & Recheck Mechanism –

- Time-stamped assessment logs
- Answer/Endorsement sheets for each candidate
- Attendance Sheet
- Feedback Forms: Assessor feedback form, Candidate feedback form, TP feedback form
- The results for each of the candidate shall be stored and available for review (retained for 5 years/ till the conclusion of the project or scheme)

References

Glossary

Term	Description
Sector	The 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
Declarative Knowledge	Declarative knowledge refers to facts, concepts and principles that need to be known and/or understood in order to accomplish a task or to solve a problem.
Key Learning Outcome	Key learning outcome is the statement of what a learner needs to know, understand and be able to do in order to achieve the terminal outcomes. A set of key learning outcomes will make up the training outcomes. Training outcome is specified in terms of knowledge, understanding (theory) and skills (practical application).
OJT (M)	On-the-job training (Mandatory); trainees are mandated to complete specified hours of training on site
OJT (R)	On-the-job training (Recommended); trainees are recommended the specified hours of training on site
Procedural Knowledge	Procedural knowledge addresses how to do something, or how to perform a task. It is the ability to work, or produce a tangible work output by applying cognitive, affective or psychomotor skills.
Training Outcome	Training outcome is a statement of what a learner will know, understand and be able to do upon the completion of the training.
Terminal Outcome	Terminal outcome is a statement of what a learner will know, understand and be able to do upon the completion of a module. A set of terminal outcomes help to achieve the training outcome.

Acronyms and Abbreviations

Term	Description
AGR	Agriculture
NOS	National Occupational Standard (s)
NSQF	National Skills Qualifications Framework
OJT	On-the-job Training
QP	Qualifications Pack
PwD	People with Disability
PPE	Personal Protective Equipment