



QUALIFICATION FILE

Master Carpenter

- Short Term Training (STT) Long Term Training (LTT) Apprenticeship
 Upskilling Dual/Flexi Qualification For ToT For ToA
- General Multi-skill (MS) Cross Sectoral (CS) Future Skills OEM

NCrF/NSQF Level: 5

Submitted By:

Furniture and Fittings Sector Skill Council

Chief Executive Officer

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Sikenderpur, Gurgaon (Haryana)- 122002

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Section 1: Basic Details

1.	Qualification Name	Master Carpenter																																								
2.	Sector/s	Interiors, Furniture and Fixtures																																								
3.	Type of Qualification: <input type="checkbox"/> New <input checked="" type="checkbox"/> Revised <input type="checkbox"/> Has Electives/Options <input type="checkbox"/> OEM	NQR Code & version of existing qualification: 2022/WC/FFSC/05143	Qualification Name of existing version: Master Carpenter (FFS/Q2204, V1.0)																																							
4.	National Qualification Register (NQR) Code &Version	QG-05-WC-00830-2023-V2-FFSC	5. NCrF/NSQF Level: 5																																							
6.	Award (Certificate/ Diploma/ Advance Diploma/ Any Other)	Certificate																																								
7.	Brief Description of the Qualification	The Master Carpenter plays the primary role of project supervision at the worksite. The person is responsible for assisting in client coordination and vendor management of the materials while ensuring quality management. The individual will also perform and guide team members in fabrication, assembly, installation, maintenance, repair, alteration, and finishing of various types of products using hand tools while conforming to plans and specifications																																								
8.	Eligibility Criteria for Entry for Student/ Trainee/ Learner/ Employee	a. Entry Qualification & Relevant Experience: <table border="1"> <thead> <tr> <th>S. No.</th> <th>Academic/Skill Qualification</th> <th>Required Experience</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Completed 2nd year of 3-year/ 4-years UG</td> <td>NA</td> </tr> <tr> <td>2</td> <td>Pursuing 2nd year of 3-year/ 4-years UG and continuing education</td> <td>NA</td> </tr> <tr> <td>3</td> <td>Completed 2nd year of diploma (after Grade 12)</td> <td>NA</td> </tr> <tr> <td>4</td> <td>Pursuing 2nd year of 2-year diploma after Grade 12</td> <td>NA</td> </tr> <tr> <td>5</td> <td>Grade 12 pass with 2 years of any combination of NTC/NAC/CITS or equivalent.</td> <td>NA</td> </tr> <tr> <td>6</td> <td>Completed 3-year diploma after Grade 10</td> <td>1 year of relevant experience</td> </tr> <tr> <td>7</td> <td>Grade 12 pass with 1-year of NTC/NAC</td> <td>1 year of relevant experience</td> </tr> <tr> <td>8</td> <td>Completed 1st year of 3-year/ 4-years UG</td> <td>1 year of relevant experience</td> </tr> <tr> <td>9</td> <td>Grade 12 pass</td> <td>2 years of relevant experience</td> </tr> <tr> <td>10</td> <td>Grade 10 pass</td> <td>4 years of relevant experience</td> </tr> <tr> <td>11</td> <td>Previous relevant Qualification of NSQF Level 4.5 (Carpenter)</td> <td>1.5 years of relevant experience</td> </tr> <tr> <td>12</td> <td>Previous relevant Qualification of NSQF Level 4.0 (Assistant Carpenter)</td> <td>3 years of relevant experience</td> </tr> </tbody> </table> b. Age: 18 years (minimum)		S. No.	Academic/Skill Qualification	Required Experience	1	Completed 2 nd year of 3-year/ 4-years UG	NA	2	Pursuing 2 nd year of 3-year/ 4-years UG and continuing education	NA	3	Completed 2 nd year of diploma (after Grade 12)	NA	4	Pursuing 2 nd year of 2-year diploma after Grade 12	NA	5	Grade 12 pass with 2 years of any combination of NTC/NAC/CITS or equivalent.	NA	6	Completed 3-year diploma after Grade 10	1 year of relevant experience	7	Grade 12 pass with 1-year of NTC/NAC	1 year of relevant experience	8	Completed 1 st year of 3-year/ 4-years UG	1 year of relevant experience	9	Grade 12 pass	2 years of relevant experience	10	Grade 10 pass	4 years of relevant experience	11	Previous relevant Qualification of NSQF Level 4.5 (Carpenter)	1.5 years of relevant experience	12	Previous relevant Qualification of NSQF Level 4.0 (Assistant Carpenter)	3 years of relevant experience
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9.	Credits Assigned to this Qualification, Subject to Assessment	24	10. Common Cost Norm Category (I/II/III): II																				
11.	Any Licensing requirements for Undertaking Training on This Qualification	Not Applicable																					
12.	Training Duration by Modes of Training Delivery	<input type="checkbox"/> Offline <input type="checkbox"/> Online <input checked="" type="checkbox"/> Blended																					
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Online	49	35	0	0	83																		
13.	Aligned to NCO/ISCO Code/s	NCO-2015/7115.0300																					
14.	Progression path after attaining the qualification	<p>Professional Progression (Vertical): Furniture Production and Installation Supervisor (NSQF Level 5.5) The occupational map is attached as an annexure which shows the professional progression.</p> <p>Academic Progression (Vertical): Courses on Woodworking at NSQF Level 5.5 (PG/Diploma/Ad. Diploma Courses)</p>																					
15.	Other Indian languages in which the Qualification & Model Curriculum are being submitted	Hindi																					
16.	Is similar Qualification(s) available on NQR-if yes, justification for this qualification	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No URLs of similar Qualifications:																					
17.	Is the Job Role Amenable to Persons with Disability	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If “Yes”, specify applicable type of Disability: <ul style="list-style-type: none"> • Acid Attack Victims • Speech and Language Disability 																					

18.	How Participation of Women will be Encouraged	A short-term course of Master Carpenter can be instrumental in increasing their participation of women in the informal furniture sector. By empowering women with valuable carpentry skills, the course helps build their confidence and independence in a traditionally male-dominated field. It challenges gender stereotypes, breaking down barriers that hinder women's involvement in trades. The course provides women with access to economic opportunities, as they gain marketable skills for employment or entrepreneurship in the furniture industry. The course enhances the sector's creativity, innovation, and competitiveness by promoting diversity and inclusivity. Overall, the course empowers women, promotes gender equality, and contributes to the growth and development of the informal furniture sector.	
19.	Are Greening/ Environment Sustainability Aspects Covered	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Covered under the NOS: FFS/N8203 – Maintain health, safety, and greening practices at the worksite Module Name: Material conservation and resource optimization	
20.	Is Qualification Suitable to be Offered in Schools/Colleges	Schools <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Colleges <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
21.	Name and Contact Details of Submitting / Awarding Body SPOC	Name: Mr. Rahul Mehta Email: ceo@ffsc.in Contact No.: +91 124 4513900 Website: ffsc.in	
22.	Final Approval Date by NSQC: 31/08/2023	23. Validity Duration: 3 years	24. Next Review Date: 31/08/2026

Section 2: Module Summary

NOS/s of Qualifications

(In exceptional cases these could be described as components)

Mandatory NOS/s:

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

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

S. No	NOS/ Module Name	NOS/ Module Code & Version	Core/ Non-Core	NCrF/ NSQF Level	Credits per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weig. (%)
1	Bridge Module-1	Version No. 2	Core	5	2	24	36	0	0	60	NA	NA	NA	NA	NA	NA
2	Assist in product costing and resource planning for on-site activities of the various projects	NOS Code: FFS/N2220 Version No. 2	Core	5	3	26	64	0	0	90	24	51	25	0	100	25
3	Ensure proper work allocation and team management for the projects	NOS Code: FFS/N2221 Version No. 2	Core	5	2	26	34	0	0	60	25	54	21	0	100	25
4	Perform and review the fabrication, assembly, finishing, and installation activities for different projects	NOS Code: FFS/N2222 Version No. 2	Core	5	6	36	144	0	0	180	14	54	32	0	100	30
5	Employability Skills (60 Hours)	NOS Code: DGT/VSQ/N0102 Version No. 1	Non-Core	4	2	30	30	0	0	60	20	30	0	0	50	10
6	Maintain health, safety, and greening practices at the worksite	NOS Code: FFS/N8203 Version No. 3	Non-Core	5	1	12	18	0	0	30	17	21	48	14	100	10
7	Bridge Module-2	Version No. 2	Core	5	1	06	24	0	0	30	NA	NA	NA	NA	NA	NA
8	On-the job training	QP Code: FFS/Q2204 Version no. 2	Core	5	7	0	0	210	0	210	NA	NA	NA	NA	NA	NA
Duration (in Hours) / Total Marks					24	160	350	210	0	720	100	210	126	14	450	100

Assessment - Minimum Qualifying Percentage

Please specify **any one** of the following:

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

Minimum Pass Percentage – NOS/Module-wise: 70% (Every Trainee should score specified minimum passing percentage in each mandatory and selected elective NOS/Module to successfully clear the assessment.)

Section 3: Training Related

1.	Trainer’s Qualification and experience in the relevant sector (in years)	<p>A trainer should be eligible in any of below mentioned categories:</p> <p>Scenario 1: Graduate</p> <ul style="list-style-type: none"> ○ Engineering, Architecture, Interior Design, Furniture Manufacturing, Wood Work, Product Design or Any other Discipline with 8 years’ experience (Industry) ○ Preferred: <ul style="list-style-type: none"> ● 1-year experience (Teaching) ● Additional Certification related to specialization in furniture or interior design sector (Software like AutoCAD, etc..), Communication Skills <p>Scenario 2: I.T.I</p> <ul style="list-style-type: none"> ○ Carpentry, Furniture Manufacturing with 9 years’ experience (Industry) ,1 year experience (Teaching). ○ Preferred: <ul style="list-style-type: none"> ● 1-year experience (Teaching) ● Additional Certification related to specialization in furniture or interior design sector (Software like AutoCAD, etc..), Communication Skills <p>Scenario 3: Diploma</p> <ul style="list-style-type: none"> ○ Carpentry, Furniture Manufacturing with 9 years’ experience (Industry) ,1 year experience (Teaching). ○ Preferred: <ul style="list-style-type: none"> ● 1-year experience (Teaching) ● Additional Certification related to specialization in furniture or interior design sector (Software like AutoCAD, etc..), Communication Skills <p>Scenario 4: Certificate-NSQF</p> <ul style="list-style-type: none"> a. NSQF Level 5- Master Carpenter (FFS/Q2204) with 4 years’ relevant experience (Industry), <ul style="list-style-type: none"> ● Required: <ul style="list-style-type: none"> ○ Work Experience and Recommendation letter from Employer, Certificates of Training from companies ● Preferable: <ul style="list-style-type: none"> ○ 1 year experience (Teaching)
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		<ul style="list-style-type: none"> ○ Additional Certification related to specialization in architecture or interior design sector (Software like AutoCAD, etc.), Communication Skills. <p>b. NSQF Level 5.5- Furniture Production and Installation Supervisor or above with 3 years' relevant experience (Industry)</p> <ul style="list-style-type: none"> • Required: <ul style="list-style-type: none"> ○ Work Experience and Recommendation letter from Employer, Certificates of Training from companies • Preferable: <ul style="list-style-type: none"> ○ 1 year experience (Teaching) ○ Additional Certification related to specialization in architecture or interior design sector (Software like AutoCAD, etc.), Communication Skills
2.	Master Trainer's Qualification and experience in the relevant sector (in years)	Graduate (In any field) with minimum 5 years of relevant experience
3.	Tools and Equipment Required for Training	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No The detailed tools list is attached in Annexure 2
4.	In Case of Revised Qualification, Details of Any Upskilling Required for Trainer	This qualification is revised based on the NCrf framework with the compulsory module of employability skills. The candidates can enroll into a 3-day workshop to upskill themselves based on the new components of the revised qualification and get the desired certifications done.

Section 4: Assessment Related

1.	Assessor's Qualification and experience in relevant sector (in years)	<p>An assessor should be eligible in any of below mentioned categories:</p> <p>Scenario 1: Graduate</p> <ul style="list-style-type: none"> ○ Engineering, Architecture, Interior Design, Furniture Manufacturing, Wood Work, Product Design or Any other Discipline with 8 years' experience (Industry) ○ Preferred: <ul style="list-style-type: none"> • 1-year experience (Teaching) • Additional Certification related to specialization in furniture or interior design sector (Software like AutoCAD, etc..), Communication Skills <p>Scenario 2: I.T.I</p> <ul style="list-style-type: none"> ○ Carpentry, Furniture Manufacturing with 9 years' experience (Industry) ,1 year experience (Teaching). ○ Preferred: <ul style="list-style-type: none"> • 1-year experience (Teaching)
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		<ul style="list-style-type: none"> Additional Certification related to specialization in furniture or interior design sector (Software like AutoCAD, etc.), Communication Skills <p>Scenario 3: Diploma</p> <ul style="list-style-type: none"> Carpentry, Furniture Manufacturing with 9 years' experience (Industry) ,1 year experience (Teaching). Preferred: <ul style="list-style-type: none"> 1-year experience (Teaching) Additional Certification related to specialization in furniture or interior design sector (Software like AutoCAD, etc.), Communication Skills <p>Scenario 4: Certificate-NSQF</p> <p>c. NSQF Level 5- Master Carpenter (FFS/Q2204) with 4 years' relevant experience (Industry),</p> <ul style="list-style-type: none"> Required: <ul style="list-style-type: none"> Work Experience and Recommendation letter from Employer, Certificates of Training from companies Preferable: <ul style="list-style-type: none"> 1 year experience (Teaching) Additional Certification related to specialization in architecture or interior design sector (Software like AutoCAD, etc.), Communication Skills. <p>d. NSQF Level 5.5- Furniture Production and Installation Supervisor or above with 3 years' relevant experience (Industry)</p> <ul style="list-style-type: none"> Required: <ul style="list-style-type: none"> Work Experience and Recommendation letter from Employer, Certificates of Training from companies Preferable: <ul style="list-style-type: none"> 1 year experience (Teaching) Additional Certification related to specialization in architecture or interior design sector (Software like AutoCAD, etc.), Communication Skills
2.	Proctor's Qualification and experience in relevant sector (in years)	Graduate (In any field) with minimum 3 years of relevant experience
3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years)	Graduate (In any field) with minimum 5 years of relevant experience
4.	Assessment Mode	Components might be Online, Offline, or Blended, depending on the location where the evaluation is being carried out.
5.	Tools and Equipment Required for Assessment	<input checked="" type="checkbox"/> Same as for training <input type="checkbox"/> Yes <input type="checkbox"/> No

Section 5: Evidence of the need for the Qualification

1.	<p>Latest Skill Gap Study (not older than 2 years) (Yes/No): No</p> <p>FFSC had conducted the research, analysis, and assessment of the skill gaps in the Interiors, Furniture, and Allied sectors. The report was published in year 2016 and is valid up to 2025 providing a comprehensive analysis of skill gaps and manpower requirement in specific occupations and job role categories.</p> <p>The report can be accessed through Link: Click here</p> <p>Along with this, FFSC has also developed its own indigenous LMS portal- FFSC T:AJ. FFSC T:AJ is a one-stop solution for skilled manpower for interiors, furniture, and allied industries. The job portal is customized per the industry's Occupation Map (OM) to facilitate properly aggregating job and apprenticeship opportunities. The portal offers unique features for employers and candidates to provide the ideal solution for demand aggregation and supply matching. It also facilitates the identification of skill gap and requirement in the industry and relevant sectors on periodic intervals.</p> <p>FFSC T:AJ can be assessed through: https://ffsctaj.in/</p>
2.	<p>Latest Market Research Reports or any other source (not older than 2 years) (Yes/No): Yes</p> <p>The following key research documents are available in the public domain:</p> <ol style="list-style-type: none"> 1. Strategic Roadmap for Furniture Sector of India by IKEA (Link for Report) 2. India – Potential as a Global Furniture Hub by BCG (Link for Report)
3.	<p>Government /Industry initiatives/ requirement (Yes/No): Yes</p> <p>The Indian Interiors, Furniture, and Fittings industry is a rapidly growing sector of the country's economy. In 2018, the Government of India recognized the furniture industry as a 'Champion Sector', leading to an increase in its import and exports to promote the sector further. To capitalize on this, the government is creating furniture hubs within certain locations within the country to cater to the local customer base.</p> <p>Demand within the industry has increased significantly, with trends going along the lines of stylish fixtures with minimalist designs, amongst other customizations. Improvements in the quality of these goods, its universal accessibility, and upgradation in the industry standards will only further boost the demand within the sector. Organic materials like wood and new, aesthetically more diverse, and adjustable materials like cement, corrugated cardboard, and concrete have also emerged in the Indian market recently to stay in alignment with redesigned trends.</p> <p>In order to secure good growth within the sector, there is a need to train and teach traditional carpenters and designers and cater to meeting specific occupational standards to improve the quality of the product the industry provides. Also, to promote future skills within the industry, FFSC has been developing job role-specific standards to skill, upskill and re-skill the workforce in the industry.</p> <p>Apart from this, Indigenous Center for Excellence are being set up throughout India to boost entrepreneurship opportunities. This also provides more access to job seekers, especially women, to get wage employment.</p>
4.	<p>Number of Industry validation provided: 31 (Details in Annexure 3)</p>
5.	<p>Estimated nos. of persons to be trained and employed: Refer to Annexure 4</p>
6.	<p>Evidence of Concurrence/Consultation with Line Ministry/State Departments:</p> <p>Yes, the Line ministry concurrence was received during approval process.</p>

Section 6: Annexure & Supporting Documents Check List

1.	Annexure: NCrF/NSQF level justification based on NCrF level/NSQF descriptors	Refer to Annexure 1
2.	Annexure: List of tools and equipment relevant for qualification	Refer to Annexure 2
3.	Annexure: Industry Validations Summary	Refer to Annexure 3
4.	Annexure: Training and Employment Details	Refer to Annexure 4
5.	Annexure: Blended Learning	Refer to Annexure 5
6.	Annexure: Detailed Assessment Criteria	Refer to Annexure 6
7.	Annexure: Assessment Strategy	Refer to Annexure 7
8.	Annexure: Multiple Entry-Exit Details	<i>Not Applicable</i>
9.	Annexure: Acronym and Glossary	Refer to Annexure 8
10.	Supporting Document: Model Curriculum	Attached as a separate document in the Qualification Approval Docket
11.	Supporting Document: Career Progression	Attached as a separate document in the Qualification Approval Docket
12.	Supporting Document: Occupational Map	Attached as a separate document in the Qualification Approval Docket
13.	Supporting Document: Assessment SOP	Attached as a separate document in the Qualification Approval Docket

Annexure 1: Evidence of Level

NCrF/NSQF Level Descriptors	Key requirements of the job role/ outcome of the qualification	How the job role/ outcomes relate to the NCrF/NSQF level descriptor	NCrF/NSQF Level
Professional Theoretical Knowledge/Process	<p>Following is the few processes wise key requirements of the job role:</p> <ul style="list-style-type: none"> Assist in product costing and production planning for various projects at the worksite Ensure project execution and quality management of on-site work Perform fabrication, assembly, finishing and installation for various projects 	<p>As mentioned in the key requirements, the person carries out the different tasks repetitively on a routine basis. The tasks are predictable in nature.</p> <p>The job requirements match with the NSQF level 5 descriptor. Hence the level is pegged at 5</p>	5
Professional and Technical Skills/ Expertise	<p>Following are the few professional knowledge requirements of the job role:</p> <ul style="list-style-type: none"> Process of interpreting project details based on client specifications Different types of materials, fittings and equipment used in woodworking and application requirement Different tools and equipment used in surveying, their areas of applications and storage procedures Advanced mathematics and geometry skills 	<p>According to the key requirements, the person the person should have knowledge about basic facts, process and principle applied in the job role.</p> <p>The job requirements match with the NSQF level 5 descriptor. Hence, the level is kept as 5.</p>	5
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	<p>Following are the few professional skills required for the job role:</p> <ul style="list-style-type: none"> Preparation of the work area for recce Assist in vendor management for various projects Supervise the resource management at different worksites Monitor work activities of various teams during project execution Ensure grievance redressal and performance management of the teams 	<p>The person demonstrates his/ her practical skills, which are routine and repetitive in a narrow range of applications.</p> <p>The job requirements match with the NSQF level 5 descriptor. Hence the level is kept at 5</p>	5

Broad Learning Outcomes/Core Skill	<p>The job role demands that the person should be able to understand and possess the skills such as:</p> <ul style="list-style-type: none"> • The relevant basics of various factors contributing to the procurement plan evaluation • The indicators that assist in evaluating suppliers and their supplies like price, quality, supply reliability, stock range, delivery schedules, warranties, etc. • The various methods of maintaining and monitoring vendor performance • Checking documentation thoroughly and repeatedly before processing • Required document compliances for effective vendor management 	<p>The person understands the basic arithmetic and algebraic principle, personal financing, and basic understanding of social and natural environments. He/she is able to communicate by writing and speaking.</p> <p>The job requirements match with the NSQF level 5 descriptor. Hence the level is kept at 5</p>	5
Responsibility	<p>Few of the key responsibilities:</p> <ul style="list-style-type: none"> • Work constructively and collaboratively with others • Apply domain knowledge/ information and assess day to day tasks through experience and observation • Use reasoning skills to make appropriate decisions and troubleshoot concerns related to own responsibilities 	<p>The person works under instruction and close supervision. The person has some responsibility for his/ her work.</p> <p>The job requirements match with the NSQF level 5 descriptor. Hence the level is kept at 5</p>	5

Annexure 2: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment

Batch Size: 20 candidates

S. No.	Tool/Equipment	Specifications	Quantity for specified Batch size
1	Heavy Machinery	Type: Industrial-grade heavy machinery	1
2	Band Saw 900 watt	Power: 900 watts, Blade: Adjustable for various cuts	1
3	Portable Dust Collector	Type: Portable dust collector	3
4	Panel- 8x4- 16mm	Material: Wood, Size: 8x4 feet, Thickness: 16mm	5
5	Panel- 8x4- 9mm	Material: Wood, Size: 8x4 feet, Thickness: 9mm	5
6	Wood for Project- In CFT	Measurement: Cubic Feet (CFT), Type: Suitable wood for the project	20
7	Modular Furniture- P2	Type: Modular furniture component (P2)	5
8	Modular Furniture- P1	Type: Modular furniture component (P1)	5
9	Rubber Gloves	Type: Heavy-duty rubber gloves	20
10	Tack Cloth	Type: Tack cloth for surface cleaning	2
11	Jig Saw with blade (Bosch/ Makita/ Dewalt etc.)	Type: Electric jig saw	2
12	Saw Blade- 40 Teeth	Type: Saw blade, Teeth: 40	2
13	Saw Blade- 80 Teeth	Type: Saw blade, Teeth: 80	2
14	Disk Sanding Paper (Velcro)- 380 Grit	Type: Sanding paper, Grit: 380	1
15	Disk Sanding Paper (Velcro)- 320 Grit	Type: Sanding paper, Grit: 320	1
16	Disk Sanding Paper (Velcro)- 280 Grit	Type: Sanding paper, Grit: 280	1
17	Disk Sanding Paper (Velcro)- 220 Grit	Type: Sanding paper, Grit: 220	1
18	Disk Sanding Paper (Velcro)- 180 Grit	Type: Sanding paper, Grit: 180	1
19	Disk Sanding Paper (Velcro)- 120 Grit	Type: Sanding paper, Grit: 120	1
20	Drill Bit- Counter Sink Bit (Commonly Used)	Type: Countersink drill bit	5
21	Drill Bit- Forster Bit (Commonly Used)	Type: Forstner drill bit	5
22	Drill Bit- Flat Bit (Commonly Used)	Type: Flat drill bit	5
23	Drill Bit Set- Lip and Spur or Brad Point	Types: Lip and spur or brad point drill bits	5
24	Drill Bit Set- Twist Bit	Types: Various twist drill bits	5
25	Screw 5x90mm (PZ head CSK) Packet	Type: Screw, Size: 5x90mm, Head: PZ (Phillips) CSK (Countersunk)	1
26	Screw 5x75mm (PZ head CSK) Packet	Type: Screw, Size: 5x75mm, Head: PZ (Phillips) CSK (Countersunk)	1
27	Screw 5x50mm (PZ head CSK) Packet	Type: Screw, Size: 5x50mm, Head: PZ (Phillips) CSK (Countersunk)	1

28	Screw 5x40mm (PZ head CSK) Packet	Type: Screw, Size: 5x40mm, Head: PZ (Phillips) CSK (Countersunk)	1
29	Screw 5x30mm (PZ head CSK) Packet	Type: Screw, Size: 5x30mm, Head: PZ (Phillips) CSK (Countersunk)	1
30	Screw 5x25mm (PZ head CSK) Packet	Type: Screw, Size: 5x25mm, Head: PZ (Phillips) CSK (Countersunk)	1
31	Screw 5x20mm (PZ head CSK) Packet	Type: Screw, Size: 5x20mm, Head: PZ (Phillips) CSK (Countersunk)	1
32	Screw 5x16mm (PZ head CSK) Packet	Type: Screw, Size: 5x16mm, Head: PZ (Phillips) CSK (Countersunk)	1
33	Screw Driver tip bit set	Type: Screwdriver bit set	5
34	Fevicol	Type: Wood glue	5
35	Aluminium Oxide Type- 380 Grit	Type: Sanding paper, Grit: 380	2
36	Aluminium Oxide Type- 320 Grit	Type: Sanding paper, Grit: 320	2
37	Aluminium Oxide Type- 280 Grit	Type: Sanding paper, Grit: 280	2
38	Aluminium Oxide Type- 220 Grit	Type: Sanding paper, Grit: 220	2
39	Aluminium Oxide Type- 180 Grit	Type: Sanding paper, Grit: 180	2
40	Aluminium Oxide Type- 120 Grit	Type: Sanding paper, Grit: 120	2
41	Masking Tape	Type: Masking tape	2
42	WD40	Type: Lubricant	2
43	Water Stone	Type: Sharpening stone	1
44	Oil Stone	Type: Sharpening stone	1
45	Dry Grinding Stone Machine	Type: Grinding machine	1
46	Notebook	Type: Carpenter's notebook	20
47	Color marker	Type: Color marker for marking	20
48	Carpentry Pencil ("HB" Type)	Type: Carpenter's pencil, Hardness: HB (Medium)	20
49	Carpentry Pencil ("H" Type)	Type: Carpenter's pencil, Hardness: H (Hard)	20
50	Safety Shoes	Type: Safety shoes	20
51	Carpentry Uniform	Type: Carpentry work uniform, Material: Durable, Comfortable fit	20
52	Nose Mask	Type: Respirator mask, Protection: Against dust and particles	20
53	First Aid Kit	Contents: Standard first aid supplies	1
54	Hand Gloves	Type: Heavy-duty work gloves, Material: Durable, Comfortable fit	20
55	Ear Plug	Type: Noise-canceling ear plugs	20
56	Goggles	Type: Safety goggles, Protection: Against dust and debris	20
57	Table Saw	Type: Table saw, Power: As per specifications	1
58	Jointer Bit Set- 4, 5, 6, 8, 10 mm	Types: Various jointer bits in sizes 4mm, 5mm, 6mm, 8mm, 10mm	1
59	Domino Jointer	Type: Domino jointer	1
60	Track Saw With guidance	Type: Track saw with cutting guidance	1
61	Mitre Saw sliding	Type: Sliding compound mitre saw	2
62	Electric Orbital Sander (Bosch/ Makita/ Dewalt etc.)	Type: Electric orbital sander, Brand: Bosch/Makita/Dewalt etc.	5
63	Cordless Drill Machine (Bosch/ Makita/ Dewalt etc.)	Type: Cordless drill machine, Brand: Bosch/Makita/Dewalt etc.	10

64	Router Bit Set (Straight bit set)	Types: Various straight router bits	5
65	Electric Hand Plunge Router (Bosch/ Makita/ etc.)	Type: Electric hand plunge router, Brand: Bosch/Makita etc.	5
66	Screwdriver- PZ3	Type: Screwdriver with PZ3 head	5
67	Screwdriver- PZ2	Type: Screwdriver with PZ2 head	5
68	Screwdriver- PZ1	Type: Screwdriver with PZ1 head	5
69	Belt clamp 10 feet	Type: 10-feet belt clamp	10
70	"F" Clamps- 12"	Type: 12-inch "F" clamps	15
71	"F" Clamps- 6"	Type: 6-inch "F" clamps	15
72	"F" Clamps- 4"	Type: 4-inch "F" clamps	6
73	"G" Clamps- 10"	Type: 10-inch "G" clamps	16
74	Slash or Bar Clamp- 48"	Type: 48-inch slash or bar clamp	12
75	Slash or Bar Clamp- 60"	Type: 60-inch slash or bar clamp	12
76	Triangular File 4" with Handle	Type: Triangular file with handle, Size: 4 inches	10
77	Allen Key Set	Types: Various sizes of Allen keys	2
78	Pincer/ Nail Puller	Type: Pincer/nail puller	1
79	Soft Hammer	Type: Soft-faced hammer	10
80	Wooden Mallet	Type: Wooden mallet	10
81	Jack Plane- No. 5 1/2 (15" or 381mm)	Type: Jack plane, Size: No. 5 1/2 (15" or 381mm)	20
82	Mortise Chisel 1/2" (12mm) with Handle	Type: Mortise chisel, Size: 1/2" (12mm), with handle	20
83	Mortise Chisel (8mm) with Handle	Type: Mortise chisel, Size: 8mm, with handle	20
84	Mortise Chisel 1/4" (6mm) with Handle	Type: Mortise chisel, Size: 1/4" (6mm), with handle	20
85	Bevel Chisel 1.25" (32mm) with Handle	Type: Bevel chisel, Size: 1.25" (32mm), with handle	20
86	Bevel Chisel 1" (25mm) with Handle	Type: Bevel chisel, Size: 1" (25mm), with handle	20
87	Bevel Chisel 3/4" (20mm) with Handle	Type: Bevel chisel, Size: 3/4" (20mm), with handle	20
88	Bevel Chisel 5/8" (16mm) with Handle	Type: Bevel chisel, Size: 5/8" (16mm), with handle	20
89	Bevel Chisel 1/2" (12mm) with Handle	Type: Bevel chisel, Size: 1/2" (12mm), with handle	20
90	Bevel Chisel 3/8" (9mm) with Handle	Type: Bevel chisel, Size: 3/8" (9mm), with handle	20
91	Bevel Chisel 1/4" (6mm) with Handle	Type: Bevel chisel, Size: 1/4" (6mm), with handle	20
92	Japanese Saw (Dozuki Type)	Type: Japanese saw, Dozuki type	2
93	Coping Saw	Type: Coping saw	10
94	Back Saw- 12 x 2.5 inch/300 x 65 mm (Rip Style Sharp with 13-15 TPI)	Type: Rip style back saw, Size: 12 x 2.5 inch/300 x 65 mm, Teeth: 13-15 TPI	5
95	Hand Saw- 26 inch/ 650 mm (Rip Style Sharp with 4-5TPI)	Type: Rip style hand saw, Size: 26 inch/650 mm, Teeth: 4-5 TPI	2
96	Hand Saw- 22 inch/ 560 mm (Cross Cut Sharpened with 7-8TPI)	Type: Cross cut hand saw, Size: 22 inch/560 mm, Teeth: 7-8 TPI	20
97	Calculator (Scientific)	Type: Scientific calculator	10

98	Set Square	Type: Set square	20
99	Compass	Type: Drawing compass	20
100	Dividers	Type: Dividers for measuring and marking	20
101	Spirit Level 300 mm	Type: Spirit level, Length: 300 mm	10
102	Spirit Level 1500 mm	Type: Spirit level, Length: 1500 mm	2
103	Vernier Caliper	Type: Vernier caliper, Measurement: In	1
104	Wheel Gauge	Type: Wheel gauge	1
105	Mortise Gauge	Type: Mortise gauge	5
106	Marking Gauge	Type: Marking gauge	20
107	Awl	Type: Awl	1
108	Marking Knife (Ambidextrous Type)	Type: Ambidextrous marking knife	5
109	Measurement Tape 5M	Type: Measurement tape, Length: 5 meters	20
110	Steel Ruler- 39" (1000 mm)	Type: Steel ruler, Length: 39 inches (1000 mm)	10
111	Steel Ruler- 12" (300 mm)	Type: Steel ruler, Length: 12 inches (300 mm)	20
112	Steel Ruler- 6" (150 mm)	Type: Steel ruler, Length: 6 inches (150 mm)	20
113	Sliding Bevel	Type: Sliding bevel	5
114	Try Square- 4" (100 mm)	Type: Try square, Size: 4 inches (100 mm)	10
115	Try Square- 12" (300 mm)	Type: Try square, Size: 12 inches (300 mm)	20
116	Fire Extinguisher	Type: Fire extinguisher	1
117	Saw Horses	Type: Saw horses	2
118	Bench Vice	Type: Bench vice	20
119	Working Bench- Modular	Type: Modular working bench	10

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. White Board
2. Board Marker
3. Duster
4. Projector/ Smart TV
5. Laptop
6. Chairs/ Stools (For theory lectures)
7. Storage Cabinet (Wardrobe)
8. Trainer's Table
9. Trainer'

Annexure 3: Industry Validations Summary

No. of Validations: 31

S. No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID
1	AIPL ZORRO Pvt Limited	Mr. Chanan Rohiwal	COO	Delhi	9555222772	coo@aiplabro.com
2	ANJ Turnkey Pvt. Ltd.	Mr. Pawan Mandawat	Lead Interior Design	Mumbai	8588083182	pawan.mandawat@anj.co.in
3	Godrej & Boyce Mfg. Co. Ltd.	Cdr Manohar Kapale	Dy National Service Head, Godrej Interior	Mumbai	9920440754	mkapale@godrej.com
4	Hettich India Pvt. Ltd.	Mr. Somesh Gupta	Manager	Mumbai	7042594425	somesh.gupta@hettich.com
5	Home Interior Designs E Commerce Pvt. Ltd. (Livspace)	Mr. Gopal Dwivedi	Assistant Vice President	NA	9971603636	Gopal.dwivedi@livspace.com
6	Iraj Evolution Design Company Pvt Ltd (IEVO)	Mr. Ravi Meghwal	Assistant Manager HR	Udaipur, Rajasthan	8290072144	ravi.meghwal@ievo.co.in
7	Narsi Interior Infrastructures Pvt. Ltd.	Mr. Anil Mathur	Marketing Head	Mumbai	9323811674	anilmathur@narsi.in
8	Vallabh Metals	Mr. Viresh Kumar Goswami	Manager of Furniture Unit	Moradabad, Uttar Pradesh	9719968008	vkgoswamivallabhmetalmbd@gmail.com
9	Hyfrun_Omega Innovative Industries	Mr. Anil Kumar M	Managing Director	Kerala	7593887606	hyfurn@gmail.com
10	Sujan Carnival Furniture	Mr. Narender Singh	CDDO (Chief Design & Development Officer)	Kutch, Gujarat	7424895357	cddo@sujanmf.com
11	Omega Exports	Mr. Basil Skaria	Manager	Perumbavor	9995868486	omegaexportspbvr@gmail.com
12	Ergoflex (I) Pvt. Ltd.	Mr. Bharat Jagmohan Parekh	Managing Director	Hooghly	9830018818	bharat.parekh@ergoflex.in
13	Kubik India Pvt. Ltd.	Mr. Yogendra Kumar Pandey	Product Head	Mumbai	6362057195	yogendra.p@kubik.in
14	Standard Furniture Mart	Mr. Sahil Malhotra	Head of Business	Dehradun	9599223097	sahil@standardfurnituremart.com

15	Jangid Brothers Pvt. Ltd.	Mr. Anand Sharma	Director	Udaipur, Rajasthan	9785640408	jbpludr@gmail.com
16	Forestry Innovation Consulting India Pvt Ltd	Mr Jimmy Thomas	Business Development Manager	Mumbai	9400356060	jimmy.thomas@canadianwood.in
17	MVS Global	Mr. Satish Kumar Chandna	Prop.	Delhi	919312267811/ +918468851102	info@mvsglobal.co.in
18	M.B. Industries	Mr. DP Srivastava	Business Development Manager	Ayodhya, UP	6393407495	dp2010@gmail.com
19	Studio Dafterr	Mr. Pranav Kochatta	Founder & Designer	Indore	8989935095	pranavkochatta@gmail.com
20	Bram Woodcrafting Studio Private Limited	Bram Rouws	Director	Mysuru	98741 10516	bram@woodcraftingstudio.in
21	Shikalgar Furniture	Mr. Nihal N Shikalgar	Manager	Kolhapur	8317273226	shikalgafurniturehouse@gmail.com
22	Shree Ganesh Plywood	Mr. Pulkit Banthia	Director	Udaipur, Rajasthan	9829040942	sgetimber@gmail.com
23	STS Realtors & Decors Pvt. Ltd.	Mr. Joy Mondal	Senior Manager	West Bengal	7980562288	stsrealtor2017@gmail.com
24	Minda Furniture Suppliers	Mr. Devendra Jain	Director	Udaipur, Rajasthan	9414167284	devendraminda@yahoo.com
25	Mirkan Furniture Fitting & Interior Works	Mr. Dharmender Jangra	Manager	Mirkan, Hisar	8708065300	jangradharmender07@gmail.com
26	Priyanka Arjun & Associates	Ms. Priyanka Arjun	Founder	Udaipur, Rajasthan	9928820266	pa@priyankaarjun.com
27	Rohtak Timber Private Limited	Mr. Nitesh Bansal	Director	NA	9811128756	Rohtaktimber@gmail.com
28	SUN Interiors	Ms. Sakshi Bokadia	Proprietor	Udaipur, Rajasthan	7733061199	sunlyfstyl@gmail.com
29	Vinayak Furniture	Mr. Mahendra Pokharna	Proprietor	Udaipur, Rajasthan	9414168701	vinayakfurnitureofficial@gmail.com
30	Akbar Ali & Sons	Mr. Aazam Abbas Sanwari	Partner	Udaipur, Rajasthan	9828378700	sanwariaazam@gmail.com
31	ISID Structures	Mr. Siddharth Sharma	Founder & Partner	Udaipur, Rajasthan	9636043246	siddharth@avseng.in

Annexure 4: Training & Employment Details

Training and Employment Projections:

Year	Total Candidates		Women		People with Disability	
	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities
23-24	1000	600	50	50	0	0
24-25	1000	600	50	50	0	0

Training, Assessment, Certification, and Placement Data for previous versions of qualifications:

Qualification Version	Year	Total Candidates				Women				People with Disability			
		Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed
1&2	23-24	0	0	0	0	0	0	0	0	0	0	0	0
1&2	22-23	0	0	0	0	0	0	0	0	0	0	0	0

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

1. NA
2. NA

Content availability for previous versions of qualifications:

Participant Handbook Facilitator Guide Digital Content Qualification Handbook

Any Other: Apprenticeship Curriculum, ToT/ToA Guide

Languages in which Content is available:

English and Hindi

Annexure 5: Blended Learning

Blended Learning Estimated Ratio & Recommended Tools:

Refer NCVET “Guidelines for Blended Learning for Vocational Education, Training & Skilling” available on:

<https://ncvet.gov.in/sites/default/files/Guidelines%20for%20Blended%20Learning%20for%20Vocational%20Education,%20Training%20&%20Skilling.pdf>

S. No.	Select the Components of the Qualification	List Recommended Tools – for all Selected Components	Offline: Online Ratio
1	<input checked="" type="checkbox"/> Theory/ Lectures - Imparting theoretical and conceptual knowledge	<ul style="list-style-type: none"> • eBooks/Textbooks/e-content • Presentations • Classroom Aids • Journals • Assessments & Quizzing Tools Flashcards • Games or quizzes • Collaborative/Group Projects • Video Tutorials & Webinars • Video Conferencing Software • Tracking & Reporting Platforms 	60:40
2	<input checked="" type="checkbox"/> Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners	<ul style="list-style-type: none"> • Presentations • Group Discussions • Case Studies/ Projects • Games or quizzes • Learning Paths • Video Tutorials & Webinars • Video Conferencing Software • Tracking & Reporting Platforms • Simulators/AR Tools 	50:50
3	<input checked="" type="checkbox"/> Showing Practical Demonstrations to the learners	<ul style="list-style-type: none"> • Augmented Reality Applications • Games or quizzes • Interactive Whiteboards • Collaboration Tools • Online Tutorials & Interactive Simulations • Digital Simulations 	60:40
4	<input checked="" type="checkbox"/> Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training	<ul style="list-style-type: none"> • Virtual Labs • Gamification • Digital Twins • Collaborative Authoring Platforms • Simulators/AR Tools 	80:20

		<ul style="list-style-type: none"> • Digital Simulations • Online Course Platforms/LMS 	
5	<input checked="" type="checkbox"/> Tutorials/ Assignments/ Drill/ Practice	<ul style="list-style-type: none"> • Online Course Platforms/LMS • Simulators/AR Tools • Online Tutorials & Interactive Simulations • Screen Recording & Presentation Software • Collaboration Tools • Assessments & Quizzing Tools 	70:30
6	<input checked="" type="checkbox"/> Proctored Monitoring/ Assessment/ Evaluation/ Examinations	<ul style="list-style-type: none"> • Online assessment/quizzing software • Biometric authentication tools • Remote exam locking/proctoring software • Hackathons 	30:70
7	<input checked="" type="checkbox"/> On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training	<ul style="list-style-type: none"> • Case Studies/Projects • Simulators/AR Tools • Task Management Tools • Online Collaboration Tools 	90:10

Annexure 6: Detailed Assessment Criteria

Detailed assessment criteria for each NOS/Module are as follows:

NOS/Module Name	Assessment Criteria for Performance Criteria/Learning Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
FFS/N2220: Assist in product costing and resource planning for on-site activities of the various projects	Interpret the scope of work for assigned projects	5	10	5	0
	PC1. coordinate with internal teams to understand and define the project requirement	1	2	-	-
	PC2. identify personnel, implements, and material resources as per project requirement	1	3	1	-
	PC3. assist in creating a project implementation plan with proposed stages and timelines	1	3	3	-
	PC4. assist in the documentation of the deliverables based on the scope of the project	2	2	1	-
	Assist in coordination with internal teams and external agencies	6	8	0	0
	PC5. assist in the identification of different stakeholders and their roles in project execution	1	2	-	-
	PC6. assist in analyzing client needs and resolution of queries with appropriate remedial actions	2	2	-	-
	PC7. coordinate with client POCs for any site instructions and inspection of works	1	-	-	-
	PC8. maintain records of client interaction in accordance with organizational guidelines	2	4	-	-
	Prepare product and project cost estimates	6	14	10	0
	PC9. evaluate products details and production requirements based on the scope of work	2	4	3	-
	PC10. identify various tools, equipment, materials, and finishes to be employed in manufacturing the product for cost estimates	1	4	3	-
	PC11. prepare a realistic budget with appropriate allocations to the relevant cost centers involved in the manufacturing process	2	4	3	-

	PC12. instruct and guide team to ensure they perform in line with estimated cost	1	2	1	-
	Ensure arrangement of resources for conducting site survey, recce, and project execution	7	19	10	0
	PC13. plan and organize the site survey and recce in accordance with the scope of work	1	4	2	-
	PC14. supervise the measurement and marking activities during physical site survey and recce	1	4	2	-
	PC15. validate the measurement sheet based on project layout and requirements	1	4	2	--
	PC16. plan the assembly and installation requirements based on worksite conditions	2	3	2	-
	PC17. ensure compliance with organizations policies, procedures, guidelines, and client requirements during site survey and recce	2	4	2	-
	NOS Total	24	51	25	0
FFS/N2221: Ensure proper work allocation and team management for the projects	Allocate and monitor activities assigned to various teams for different projects	5	15	5	0
	PC1. assist supervisor in devising an effective work monitoring plan for the project	1	3	1	-
	PC2. ensure proper demarcation of team and resources for an effective execution	1	3	1	-
	PC3. monitor the internal process and procedures for smooth working and coordination	1	3	1	-
	PC4. organize regular work review meetings with the team to get feedback and updates	1	3	1	-
	PC5. provide regular project updates to senior management	1	3	1	-
	Assist in vendor management and ensuring timely availability of resources on-site	12	22	6	0
	PC6. assist in evaluating the procurement plan in line with the budget and required quality	2	4	1	-
	PC7. assist in reviewing the process of inviting, comparison and selecting quotations	2	4	1	-
	PC8. assist in preparing and maintaining records related to quotations invited, bids received, and invoices	2	3	1	-

	PC9. assist in compliance of the statutory and regulatory requirements by the vendors related to the work area	2	3	1	-
	PC10. ensure proper planning and execution of loading/ unloading/ handling/ storage operations at the worksite	2	4	1	-
	PC11. ensure availability of various resources at the worksite required during project execution	2	4	1	-
	Address grievances, if any, and ensure due redressal in line with organizational guidelines	8	17	10	0
	PC12. assist supervisor in devising an effective grievance redressal mechanism	2	4	1	-
	PC13. ensure that queries, concerns, and requests of the colleagues are addressed efficiently and accurately in accordance with organization policies	2	3	3	-
	PC14. assist in designing a performance management system to address the grievances	2	5	3	-
	PC15. conduct appropriate training of the team to ensure the quality and efficiency	2	5	3	-
	NOS Total	25	54	21	0
FFS/N2222: Perform and review the fabrication, assembly, finishing and installation activities for different projects	Interpret information from project design docket and drawings	4	5	4	0
	PC1. analyze the layouts and key elements of the engineering drawings	1	1	1	-
	PC2. interpret Geometric Dimensioning and Tolerancing (GD&T) symbols in the drawings	1	-	1	-
	PC3. identify the sequence of operations required for project execution based on drawing details	-	2	1	-
	PC4. explain need for any modifications/changes required in the drawing	1	2	1	-
	PC5. ensure proper storage and management of the drawings in an easily accessible place	1	-	-	-
	Supervise and review the on-site work of various teams	6	11	7	0
	PC6. plan the optimized processes at the various bays of the workshop to ensure smooth operations	-	2	1	-

PC7. select the correct materials as per the drawings and specifications	1	2	1	-
PC8. ensure that the placement of materials, tools, and equipment on the designated bays for effective work execution	-	3	1	-
PC9. ensure that the equipment and tools in maintained appropriately	1	1	1	-
PC10. ensure availability of the appropriate personal protective equipment to all people working on the bays of the workshop	1	1	1	-
PC11. ensure that the appropriate floor and machine guards are in place	1	1	1	-
PC12. ensure regular cleaning and maintenance of worksite during project execution	1	1	1	-
PC13. identify and prevent hazards and control risks at work site according to company requirements	1	-	-	-
Perform the required fabrication, assembly, finishing and installation operations directly and/or via teams	0	15	9	0
PC14. prepare the job cards in accordance with the production process flow	-	2	1	-
PC15. select and safely use hand and power tools to cut joints safely and accurately	-	1	1	-
PC16. perform required woodworking operation based on product specifications	-	3	1	-
PC17. prepare accurate joints and intersections with no gaps and attach the members neatly using appropriate fasteners	-	3	2	-
PC18. accurately assemble and erect structures without damage to components, personal risk, the risk to others, or property	-	3	2	-
PC19. perform finishing to a specification, with attention to surface finishes and avoidance of damage or unsightly marking of components	-	3	2	-
Perform the installation operations directly and/or via teams	0	13	7	0
PC20. perform the installation and fitting of required hardware and accessories on the product	-	8	4	-
PC21. install the product based on design specifications and layout details	-	5	3	-

	Schedule and conduct periodic quality checks of products/projects	4	10	5	0
	PC22. plan and organize quality checks in accordance with project execution timelines	1	2	1	-
	PC23. ensure appropriate action gets taken for fault rectification in consultation with the supervisor	1	2	1	-
	PC24. check for structural strength and load- bearing capacity by applying load on the finished furniture	1	2	1	-
	PC25. ensure that all the product dimensions and finishes comply with the desired details	-	3	1	-
	PC26. ensure compliance to all the requisite documents post completion of the project	1	1	1	-
	NOS Total	14	54	32	0
DGT/VSQ/N0102: Employability Skills (60 Hours)	Introduction to Employability Skills	1	1	-	-
	PC1. identify employability skills required for jobs in various industries	-	-	-	-
	PC2. identify and explore learning and employability portals	-	-	-	-
	Constitutional values – Citizenship	1	1	-	-
	PC3. recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.	-	-	-	-
	PC4. follow environmentally sustainable practices	-	-	-	-
	Becoming a Professional in the 21st Century	2	4	-	-
	PC5. recognize the significance of 21st Century Skills for employment	-	-	-	-
	PC6. practice the 21st Century Skills such as Self- Awareness, Behavior Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life	-	-	-	-
	Basic English Skills	2	3	-	-
PC7. use basic English for everyday conversation in different contexts, in person and over the telephone	-	-	-	-	

PC8. read and understand routine information, notes, instructions, mails, letters etc. written in English	-	-	-	-
PC9. write short messages, notes, letters, e-mails etc. in English	-	-	-	-
Career Development & Goal Setting	1	2	-	-
PC10. understand the difference between job and career	-	-	-	-
PC11. prepare a career development plan with short- and long-term goals, based on aptitude	-	-	-	-
Communication Skills	2	2	-	-
PC12. follow verbal and non-verbal communication etiquette and active listening techniques in various settings	-	-	-	-
PC13. work collaboratively with others in a team	-	-	-	-
Diversity & Inclusion	1	2	-	-
PC14. communicate and behave appropriately with all genders and PwD	-	-	-	-
PC15. escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-
Financial and Legal Literacy	2	3	-	-
PC16. select financial institutions, products and services as per requirement	-	-	-	-
PC17. carry out offline and online financial transactions, safely and securely	-	-	-	-
PC18. identify common components of salary and compute income, expenses, taxes, investments etc	-	-	-	-
PC19. identify relevant rights and laws and use legal aids to fight against legal exploitation	-	-	-	-
Essential Digital Skills	3	4	-	-
PC20. operate digital devices and carry out basic internet operations securely and safely	-	-	-	-
PC21. use e- mail and social media platforms and virtual collaboration tools to work effectively	-	-	-	-

	PC22. use basic features of word processor, spreadsheets, and presentations	-	-	-	-
	Entrepreneurship	2	3	-	-
	PC23. identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	-	-	-	-
	PC24. develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	-	-	-	-
	PC25. identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity	-	-	-	-
	Customer Service	1	2	-	-
	PC26. identify different types of customers	-	-	-	-
	PC27. identify and respond to customer requests and needs in a professional manner.	-	-	-	-
	PC28. follow appropriate hygiene and grooming standards	-	-	-	-
	Getting ready for apprenticeship & Jobs	2	3	-	-
	PC29. create a professional Curriculum vitae (Résumé)	-	-	-	-
	PC30. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	-	-	-	-
	PC31. apply to identified job openings using offline /online methods as per requirement	-	-	-	-
	PC32. answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
	PC33. identify apprenticeship opportunities and register for it as per guidelines and requirements	-	-	-	-
	NOS Total	20	30	0	0
FFS/N8203: Maintain health, safety, and	Maintain health and hygiene protocols	6	8	16	5
	PC1. comply with health and personal hygiene- related protocols	1	1	2	1

greening practices at the worksite	PC2. maintain adequate inventory of cleaning materials and consumables	1	1	2	1
	PC3. identify and report poor organizational practices concerning hygiene, food handling, cleaning	1	1	2	-
	PC4. ensure that the trash cans or waste collection points are cleared	1	1	2	1
	PC5. maintain records for cleanliness and maintenance schedule	-	1	2	-
	PC6. use appropriate personal protective equipment compatible with the work and compliant with relevant Occupational Health and Safety (OHS) guidelines: masks, safety glasses, head protection, ear muffs, safety footwear, gloves, aprons, etc.	1	1	2	1
	PC7. wear clean clothes as per the dress code of the worksite	-	1	2	-
	PC8. wash hands regularly using suggested material such as soap, one-use disposable tissue, warm water, etc.	1	1	2	1
	Dealing with emergencies	3	4	8	3
	PC9. use emergency equipment in accordance with manufacturers' specifications as per requirement	-	1	2	-
	PC10. follow emergency and evacuation procedures in case of accidents, fires, natural calamities	1	1	2	1
	PC11. respond promptly and appropriately to an accident situation or medical emergency	1	1	2	1
	PC12. undertake first aid activities in case of an accident, if required and asked to do so	1	1	2	1
	Precautionary measures to avoid work hazards	3	4	10	2
	PC13. ensure that safety instructions applicable to the work place are being followed	-	1	2	-
	PC14. monitor the usage of harmful chemicals inside the work area as per the specified guidelines only	1	1	2	-
	PC15. plan out the routine cleaning of tools, machines, and equipment	-	1	2	-
PC16. employ an effective process to dispose off the hazardous material and wastage	1	1	2	1	

	PC17. employ safe working practices to perform a lift, carry or move heavy wooden furniture and accessories from one place to another	1	1	2	1
	Ensure material conservation and optimization of resources	5	5	14	4
	PC18. plan out the process to ensure optimal material utilization	1	1	2	1
	PC19. collect information on the pattern of electricity and fuel consumption	-	1	2	-
	PC20. identify possibilities of using renewable energy and environment- friendly fuels	1	1	2	-
	PC21. plan the implementation of energy- efficient systems in a phased manner	-	1	2	1
	PC22. plan and utilize the reusable materials and wastage in the process	1	1	2	1
	PC23. perform segregation of waste based on the type of material	1	1	2	1
	PC24. ensure to keep the electrical appliances in OFF position when not in use	1	1	2	-
	NOS Total	17	21	48	14
	Grand Total	100	210	126	14

Annexure 7: Assessment Strategy

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

At FFSC, we believe in gauging a candidate's performance, a holistic approach for Assessment is essential. We have devised a multi-tier process to keep track of candidate's overall progress at various stages. While a few techniques are imbibed as part of the training delivery program, others are explicit testing methods. These are:

1. Internal (Preferred)

- a. Trainer Led Assessment
- b. Master Trainer/ Program Mentor Led Assessment

2. External

- a. Assessment Partners/ Freelance Assessors (Mandatory)
- b. Industry (Preferred)

1. Internal (Preferred)

A. Trainer Led Assessment:

As part of the Training Delivery Program, various tests and projects are designed regularly to gauge the candidate's progress during the training program. These are a mix of Theory & practical, individual, and group activities.

Trainers will be provided specific training under the ToT programs to conduct these assessments. A report of the same will be submitted to the assigned Master Trainer/ Program Mentor.

B. Master Trainer/ Program Mentor Led Assessment:

Every trainer/ batch should be connected with a Master Trainer/ Program Mentor, who will keep a check on the progress of the batch. The Trainer can consult the Master Trainer/ Program Mentor regarding training delivery or conducting periodic assessments.

Master Trainer/ Program Mentor may conduct their session to assess the candidates' progress, using the means deemed suitable and feasible.

2. External

A. Assessment Partners/ Freelance Assessors:

Assessment Partners shall mandatorily conduct an external assessment via ToA certified Assessors or ToA certified Freelance Assessors. There are three critical stages of any assessment activity – Pre-Assessment, During Assessment, and Post Assessment. The defined system for conducting the Assessment shall be followed at each stage.

FFSC Training & Assessment Team or any other assigned authority by FFSC may conduct surprise or planned visits and checks from a quality assurance and monitoring perspective.

The requirements and details of each stage are highlighted below:

1. Pre-Assessment:

- a. Assessment Partner/ Assessor/ Freelance Assessor Validation
- b. Training Centre Check for Assessment Setup/ Infra
- c. Question Papers submission by Assessment Partner/ Freelance Assessor to FFSC
- d. FFSC to validate and approve the Question papers in line with NOS and PC.
- e. FFSC Affiliation and Project Assessment Approval
- f. Centre ready for Assessment intimation by Training Partner or by the assigned Neutral Assessment Centre

2. During Assessment (on the Assessment Day): The Assessment can be conducted in offline, online, or hybrid format depending on the feasibility and approvals from FFSC. Under either process, the below guidelines are essential to be compiled:

- a. Check the availability of the Lab Equipment for the particular Job Role as per the mode of conducting the Assessment.
- b. Candidate Validation: Confirm the Aadhar Card details of candidates
- c. Check the duration of the training
- d. Check the Assessment Start and End time to be as specified in documents
- e. Assessor/ Freelance Assessor must follow the assessment guidelines at all times.
- f. Intimation to FFSC Training & Assessment Monitoring Team for Assessment Quality Assurance checks.
- g. Ensure evidence of conducting Assessment gathered as per FFSC protocol:

- i. Time-stamped & geotagged reporting of the Assessor from assessment location
- ii. Centre photographs with signboards and scheme-specific branding
- iii. Biometric or manual attendance sheet (stamped by T.P.) of the trainees during the training period
- iv. Time-stamped & geotagged assessment (Theory + Viva + Practical) photographs & videos
- h. Required documentation for submissions to the FFSC

3. Post Assessment:

- a. Timely submission of the assessment documentation and feedback to FFSC
- b. Hard copies of the documents are stored
- c. Soft copies of the documents & photographs of the Assessment are uploaded/accessed from Cloud Storage
- d. Soft copies of the documents & photographs of the Assessment stored in the Hard Drives
- e. Any other compliance requirement as defined by FFSC

B. Industry Partner:

FFSC may engage the Industry Partners and the Subject Matter Experts to conduct the Assessment of the candidates at various stages during the training program.

Annexure 8: Acronym and Glossary

Acronym	Description
AA	Assessment Agency
AB	Awarding Body
ISCO	International Standard Classification of Occupations
NCO	National Classification of Occupations
NCrF	National Credit Framework
NOS	National Occupational Standard(s)
NQR	National Qualification Register
NSQF	National Skills Qualifications Framework
OJT	On the Job Training
MEP	Mechanical Electrical Plumbing
CAD	Computer-Aided Design
PwD	Person with Disability
POSH	Prevention Of Sexual Harassment
OHS	Occupational Health and Safety
GD&T	Geometric Dimensioning and Tolerancing
POC	Point Of Contact

Glossary

Term	Description
National Occupational Standards (NOS)	NOS define the measurable performance outcomes required from an individual engaged in a particular task. They list down what an individual performing that task should know and also do.
Qualification	A formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards.
Qualification File	A Qualification File is a template designed to capture necessary information of a Qualification from the perspective of NSQF compliance. The Qualification File will be normally submitted by the awarding body for the qualification.
Sector	A grouping of professional activities on the basis of their main economic function, product, service or technology.
Long Term Training	Long-term skilling means any vocational training program undertaken for a year and above. https://ncvet.gov.in/sites/default/files/NCVET.pdf
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Occupation	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organization
Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria (PC)	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
Electives	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
Core Skills/ Generic Skills (GS)	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.
Technical Knowledge	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities