

APPRENTICESHIP CURRICULUM (OPTIONAL TRADE)

Furniture and Fittings

Interior Designer

Course Code: C0072400027

NAPS Non-NAPS

NSQF Level: 5

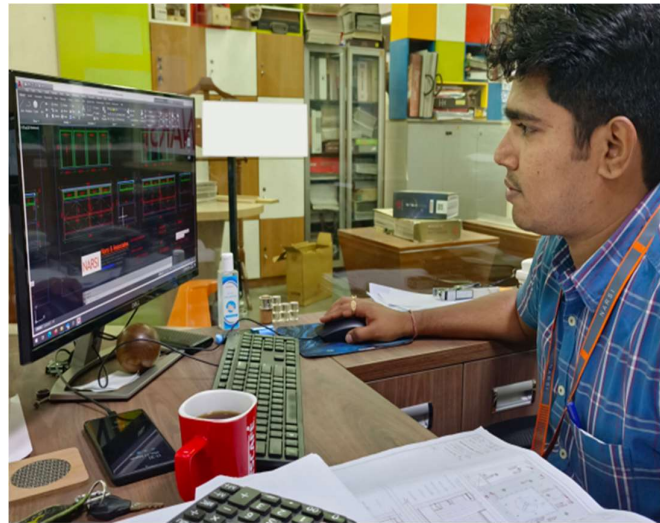


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Course Details

1.	Course Name	Interior Designer										
2.	Course Code	CO072400027										
3.	Apprenticeship Training Duration: <i>(2 to 4 weeks of BT is embedded in this duration as per the requirement of the establishment)</i>	Months: 6 Months										
	Remarks											
4.	Credit	20										
5.	NSQF Level <i>(Mandatory for NAPS)</i>	5	NSQC Approval Date: 31 st August 2023									
6.	Related NSQF aligned qualification details	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">S. No.</th> <th style="text-align: center;">QP/ Qualification/ NOS Name (As applicable)</th> <th style="text-align: center;">QP/ NOS Code & Version</th> <th style="text-align: center;">NQR Code</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Interior Designer</td> <td style="text-align: center;">FFS/Q0204</td> <td style="text-align: center;">QG-05-WC-00826-2023-V2-FFSC</td> </tr> </tbody> </table>			S. No.	QP/ Qualification/ NOS Name (As applicable)	QP/ NOS Code & Version	NQR Code	1	Interior Designer	FFS/Q0204	QG-05-WC-00826-2023-V2-FFSC
S. No.	QP/ Qualification/ NOS Name (As applicable)	QP/ NOS Code & Version	NQR Code									
1	Interior Designer	FFS/Q0204	QG-05-WC-00826-2023-V2-FFSC									
7.	Brief Job Role Description	The Interior Designer plays the role of assisting in understanding client requirements of various projects and defining the scope of work. The person is responsible for developing design concepts and overseeing the drawings, mood boards and presentations. The individual will perform material selection, sketching and monitor the on-site installation and procurement.										
8.	NCO-2015 Code & Occupation <i>(Access the NCO 2015 volumes from: https://labour.gov.in/organizationsofmole/directorate-general-employment-training-dget)</i>	NCO-2015/3432.0100										
9.	Minimum Eligibility Criteria <i>(Educational and/ or Technical Qualification)</i>	Completed 2nd year of UG (UG Diploma) (3-year/ 4-years program) with NA of experience OR Pursuing 2nd year of UG (3-year/ 4-years program and continuing education) with NA of experience OR Completed 2nd year diploma after 12th with NA of experience OR										

		<p>Pursuing 2nd year of 2-year diploma after 12th with NA of experience OR 12th grade pass with 2-year NTC/ CITS/NAC (any combination or equivalent) with NA of experience OR Completed 3-year diploma after 10th with 1 Year of experience OR 12th grade pass with 1-year NTC/ NAC with 1 Year of experience OR Completed 1st year of UG (UG Certificate) (3-year/ 4-years program) with 1 Year of experience OR 12th grade Pass with 2 Years of experience OR 10th grade pass with 4 Years of experience OR Previous relevant Qualification of NSQF Level (Assistant Interior Designer at Level-4.5) with 1-2 Years of experience OR Previous relevant Qualification of NSQF Level (Draughtsperson (Interior Design) at Level-3) with 3 Years of experience</p>
10.	Entry Age for Apprenticeship	18 years
11.	Any Licensing Requirements (<i>wherever applicable</i>)	N.A.
12.	Is the Job Role amenable to Persons with Disability	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, check the applicable type of Disability</p> <p><input type="checkbox"/> Locomotor Disability <input type="checkbox"/> Leprosy Cured Person <input type="checkbox"/> Cerebral Palsy <input checked="" type="checkbox"/> Dwarfism <input type="checkbox"/> Muscular Dystrophy</p>

		<input checked="" type="checkbox"/> Acid Attack Victims <input type="checkbox"/> Blindness <input type="checkbox"/> Low Vision <input type="checkbox"/> Deaf <input type="checkbox"/> Hard of Hearing <input type="checkbox"/> Speech and Language Disability <input type="checkbox"/> Intellectual Disability <input type="checkbox"/> Specific Learning Disabilities <input type="checkbox"/> Autism Spectrum Disorder <input type="checkbox"/> Mental Illness <input type="checkbox"/> Multiple Sclerosis <input type="checkbox"/> Parkinson's Disease <input type="checkbox"/> Haemophilia <input type="checkbox"/> Thalassemia <input type="checkbox"/> Sickle Cell Disease <input type="checkbox"/> Multiple Disabilities
		Remarks:
13.	Submitting Body Details	Name: Furniture and Fittings Skill Council E-mail ID: info@ffsc.in Contact Number: +91 124 4513900
14.	Certifying Body	Furniture and Fittings Skill Council
15.	Employment Avenues/Opportunities	After completing this program, participants may have any of the following opportunities: <ul style="list-style-type: none"> • Employed as an Interior Designer in a Factory
16.	Career Progression	Vertical Progression Assistant Project Manager (Interior Design) (Level-5.5)

17.	Trainer's Qualification & Experience	<p>Graduate (Engineering, Architecture, Interior Design, Furniture Design/Manufacturing or Any other Discipline) with 7 years' experience (Industry), 1 year experience (Teaching)</p> <p>OR</p> <p>I.T.I (Interior Designing/Architectural Drafting) with 8 years' experience (Industry), 1 year experience (Teaching)</p> <p>OR</p> <p>Diploma (Interior Designing/Architectural Drafting) with 8 years' experience (Industry), 1 year experience (Teaching)</p> <p>OR</p> <p>Certificate-NSQF (NSQF Level 5 Interior Designer (FFS/Q0204)) with 4 years' experience (Industry), 1 year experience (Teaching)</p> <p>OR</p> <p>Certificate (NSQF Level 5.5 Assistant Project Manager (Interior Design) (FFS/Q0205) Or above) with 3 years' experience (Industry), 1 year experience (Teaching)</p>
18.	Curriculum Creation Date	19-03-2024
19.	Curriculum Valid up to Date	31-08-2026

Module Details

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
1	Identify and assess the project details Mapped to FFS/N0220, v2.0	<ul style="list-style-type: none"> • Discuss the critical elements of client deliberation by explaining the key design parameters. • List a series of questions to thoroughly analyze client information during project deliberations. • Discuss the contributing factors that determine the scope of work and project feasibility. • Demonstrate the ability to effectively analyze client profiles to ascertain project feasibility. • Gather and evaluate relevant client information including preferences, budget constraints, timeline, and expectations. • Communicate effectively with clients to understand their needs and vision for the project. • Conduct thorough examinations of worksite layouts to determine the scope of work accurately. • Identify potential challenges or constraints within the worksite that may impact project feasibility. • Demonstrate proficiency in interpreting the scope of work gathered from reconnaissance (recce) or site surveys. • Analyze data collected during site visits to align project requirements with client expectations. • Prepare detailed reports or documentation outlining project feasibility, scope of work, and any identified challenges. • Solicit feedback from clients and project team members to refine analysis and enhance project outcomes. 	8	23	70%	70%

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
2	Defining Tentative Scope of Work Mapped to FFS/N0220, v2.0	<ul style="list-style-type: none"> • Discuss the importance of skill-oriented team delegation within an effective team structure. • Describe the Standard Operating Procedures (SOP) guiding the site survey/recce process, and illustrate the roles Points of Contact (POCs) and external agencies. • Explain the required documentation formalities involved in the site survey/recce activity. • Successfully assign tasks and responsibilities to team members for conducting site reconnaissance (recce) based on the project scope. • Monitor progress and provide necessary support to the team to ensure timely and accurate completion of the site recce activities. • Demonstrate the ability to perform site surveys or reconnaissance (recce) according to the specified scope of work details. • Adhere to safety protocols and guidelines while conducting site surveys/recce to mitigate risks and ensure a secure working environment. • Conduct a comprehensive review of the recce report, ensuring all details collected during the site survey/recce are accurately documented. • Identify any discrepancies or inconsistencies in the recce report and take necessary steps to address them in collaboration with the project team. 	9	29	70%	70%
3	Project planning and estimation Mapped to FFS/N0220, v2.0	<ul style="list-style-type: none"> • Describe the significance and practical usage of project plans, block estimates, and quotations in formulating the scope of work. 	8	23	70%	70%

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
		<ul style="list-style-type: none"> • Discuss the different factors integral to the preparation of a project plan and articulate its importance. • Explain the diverse communication channels available for effective interaction with others. • Demonstrate proficiency in preparing a project plan based on given project timelines and schedules. • Utilize project management tools and techniques to create a comprehensive project plan those accounts for resource allocation, risk management, and quality control. • Prepare a block estimate and quotation accurately based on client requirements and interior design specifications. • Ensure transparency and clarity in the quotation document, providing detailed breakdowns of costs and pricing for client review and approval. • Demonstrate the process of record-keeping to maintain organized documentation of project-related activities, expenses, and communications. • Prepare timely reports for submission to the supervisor, highlighting project progress, challenges, and achievements. 				
4	<p>Planning for team and task delegation</p> <p>Mapped to FFS/N0221, v2.0</p>	<ul style="list-style-type: none"> • List the diverse elements within a project plan and outline the contributing factors to its development. • State the rules guiding the selection of tasks for delegation to the appropriate individuals. • Discuss the significance of task delegation and illustrate its role in ensuring the effective execution of the project. 	8	34	70%	70%

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
		<ul style="list-style-type: none"> • Explain the methodology for calculating project budget parameters according to the specific execution requirements of a project. • Demonstrate proficiency in preparing a project plan based on the project timeline, schedules, and team availability. • Utilize project management methodologies and tools to develop a detailed project plan that aligns with project objectives and stakeholder expectations. • Demonstrate the ability to delegate tasks and responsibilities effectively to team members. • Establish clear expectations and provide necessary support and guidance to team members to ensure successful task completion. • Employ suitable tools and software to prepare a project budget accurately. • Ensure transparency and accountability in budgeting processes, documenting all cost estimates and adjustments. • Demonstrate the process of estimating material costs and requirements for budget calculation. • Consider factors such as material quality, availability, and market fluctuations when estimating material costs. • Prepare an effective work monitoring plan for project execution. • Implement regular progress reviews and reporting mechanisms to monitor project status, identify potential issues, and implement corrective actions as needed. 				
5	Supervision and monitoring of on-site work Mapped to FFS/N0221, v2.0	<ul style="list-style-type: none"> • Describe all the key elements integral to the design of work timelines and schedules. • Describe the required documentation formalities related to project closure and handover. 	10	26	70%	70%

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
		<ul style="list-style-type: none"> • Demonstrate the process of preparing work timelines and schedules by effectively demarcating materials and resources. • Ensure clarity and accuracy in the allocation of resources and timelines to each task or phase of the project. • Demonstrate the correct way of documenting feedback, updates, and information received throughout the project lifecycle. • Maintain organized records to track project progress, changes, and stakeholder communications effectively. • Demonstrate the steps involved in performing client walk-throughs and inspections to review project progress and address any concerns or modifications. • Communicate effectively with clients during walk-throughs to ensure alignment with project requirements and expectations. • Evaluate the financial performance during project execution using the cost variance process to compare actual costs with budgeted costs. • Analyze cost variances to identify discrepancies, inefficiencies, or areas for cost-saving measures. • Demonstrate how to prepare and maintain project closure and handover reports upon project completion for multiple projects. • Ensure completeness and accuracy in project closure documentation, including final budgets, approvals, and lessons learned for future projects. 				
6	Grievance handling mechanism Mapped to FFS/N0221, v2.0	<ul style="list-style-type: none"> • Describe the role of organizational policies in facilitating a grievance redressal mechanism. • Discuss the paramount importance of an efficient grievance redressal system. • Demonstrate how to manage client interactions and project execution work using appropriate tools and templates. 	6	16	70%	70%

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
		<ul style="list-style-type: none"> Utilize project management software, communication tools, and standardized templates to facilitate smooth client interactions and project execution. Employ suitable techniques and methods to address and resolve queries, concerns, and requests effectively. Actively listen to client feedback, identify root causes of issues, and implement appropriate solutions in a timely manner to ensure client satisfaction. Employ suitable methods to design and implement team building and training activities. Facilitate team building exercises, workshops, or training sessions to foster collaboration, improve communication, and enhance skills within the project team. 				
7	Conduct market research Mapped to FFS/N0222, v2.0	<ul style="list-style-type: none"> Explain the standards, rules, and regulations governing the field of interior design. State a comprehensive list of both national and international market trends and technologies relevant to interior designing. Define the significance of market research in facilitating effective client deliberation and the finalization of designs. Discuss the importance of ongoing market research in identifying diverse materials based on project feasibility. Describe the procedural steps integral to the analysis and selection of vendor partners in the interior design process. Establish appropriate rules and regulations while performing interior design work. Ensure adherence to building codes, safety standards, environmental regulations, and other relevant legal requirements throughout the design process. 	6	18	70%	70%

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
		<ul style="list-style-type: none"> Identify emerging trends, materials, and technologies relevant to the project scope to provide innovative and informed design solutions. Evaluate vendor capabilities, reliability, and cost-effectiveness to select partners that align with project objectives and client expectations. 				
8	<p>Develop design concepts and plans</p> <p>Mapped to FFS/N0222, v2.0</p>	<ul style="list-style-type: none"> Discuss a range of visualization techniques integrated into the design process. Describe the factors that actively contribute to the effectiveness of the design visualization process. Discuss how designated materials are utilized diversely based on specific design requirements. Describe various project execution factors that contribute to the effectiveness of interior designing. Explain the crucial role of a feedback mechanism in optimizing the overall efficiency of a program. Showcase adept skills in articulating design concepts while defining the scope of work. Employ diverse visual aids such as sketches, digital renderings, and mood boards to convey design ideas effectively. Engage in collaborative design discussions with relevant teams based on project execution parameters. Foster synergy among stakeholders, including architects, engineers, and contractors, to ensure seamless integration of design concepts and project requirements. Demonstrate meticulous documentation practices for capturing feedback, updates, and received information. Maintain comprehensive records to track project evolution, alterations, and stakeholder interactions systematically. 	6	28	70%	70%

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
9	<p>Develop mood boards, 3D renders, miniatures, drawings/ layouts</p> <p>Mapped to FFS/N0222, v2.0</p>	<ul style="list-style-type: none"> Describe the systematic steps in the creation of drafts for mood boards, 3D renders, and miniatures in the design process. Illustrate the essential roles of mood boards, miniatures/models, and 3D renders in the interior design and execution phases. Discuss the method for reviewing and modifying miniatures/models and 3D renders using appropriate tools and software. Showcase persuasive client communication skills while presenting design concepts, drawings, mood boards, 3D renders, miniatures, and other visual aids. Engage clients effectively by articulating design concepts clearly and demonstrating how they align with their vision and requirements. Demonstrate proficiency in preparing mood boards, miniatures/models, and 3D renders based on approved design specifications. Utilize various tools and techniques to create visually compelling representations of design concepts that accurately reflect client preferences and project specifications. Examine the designing process of miniatures, models, and 3D renders based on specified specifications. Evaluate each step of the design process to ensure alignment with project requirements, quality standards, and client expectations. 	6	36	70%	70%
10	<p>Drawing and specifications approval</p> <p>Mapped to FFS/N0223, v2.0</p>	<ul style="list-style-type: none"> Outline the procedural steps for obtaining approval for the Final Scope of Work (FSOW) from both the client and supervisor. Describe the role played by various elements within construction structures in influencing the domain of interior design. State the technical intricacies related to an interior design docket. Showcase adept communication and deliberation skills during client interactions. 	11	57	70%	70%

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
		<ul style="list-style-type: none"> Engage clients effectively, ensuring clear understanding and alignment with their vision, preferences, and project requirements. Demonstrate the process of preparing and obtaining approval for the Final Scope of Work (FSOW). Compile comprehensive documentation outlining project objectives, deliverables, timelines, and budget constraints for client review and approval. Employ suitable communication techniques when instructing concerned team members. Ensure clarity and precision in conveying instructions to team members, fostering efficient task execution and collaboration. Demonstrate the process of checking project designs based on specified instructions. Conduct thorough reviews of project designs to verify compliance with design specifications, standards, and client requirements. Perform validation of Approved for Construction (AFC) drawings based on specified instructions. Examine the approved drawings/designs for specified specifications and client requirements. Scrutinize approved designs to ensure adherence to project specifications, regulatory standards, and client expectations. 				
11	Material and finishes selection Mapped to FFS/N0223, v2.0	<ul style="list-style-type: none"> Discuss a range of interior design elements aligned with design specification requirements. Discuss the material properties, applications, costing, and finish types associated with different interior design elements. Successfully perform a final selection of various materials and finishes based on required specifications. 	4	28	70%	70%

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
		<ul style="list-style-type: none"> Ensure alignment of selected materials and finishes with project objectives, design aesthetics, and client preferences. Identify suitable material finishes based on approved design specifications. Evaluate material options meticulously, considering factors such as durability, aesthetics, sustainability, and budget constraints to make informed decisions. 				
12	Procurement planning and supervision Mapped to FFS/N0224, v2.0	<ul style="list-style-type: none"> Define the various elements constituting a comprehensive procurement plan. Describe all the necessary documentation requisites linked with a tender docket. Explain the technical intricacies connected with material calculation and optimization processes. Demonstrate adeptness in evaluating the procurement plan employing an appropriate strategy. Evaluate procurement plans holistically, considering budgetary constraints, project timelines, supplier capabilities, and quality assurance measures. Showcase proficiency in crafting tender documents based on required material specifications. Ensure meticulousness and completeness in tender document creation, encompassing detailed material requirements, technical specifications, and contractual terms. Utilize advanced mathematical calculations and optimization methodologies to precisely determine material quantities. 	6	26	70%	70%
13	Vendor exploration Mapped to FFS/N0224, v2.0	<ul style="list-style-type: none"> Describe the process for approving vendor's shop drawings, in line with specified requirements. 	6	32	70%	70%

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
		<ul style="list-style-type: none"> • State the quality parameters integral to the QC process for procured materials. • Conduct in-depth market research to identify a diverse pool of vendors that align with the initial client requirements. • Evaluate vendor suitability based on factors such as product range, pricing, delivery timelines, reputation, and compatibility with project goals. • Utilize market intelligence to negotiate favourable terms and conditions with selected vendors, ensuring optimal value for the client. • Foster strong relationships with selected vendors through transparent communication and collaboration, promoting long-term partnerships. • Thoroughly review vendor's shop drawings, focusing on accuracy, compliance with design specifications, & alignment with project goals. • Provide constructive feedback to vendors to address any discrepancies or deviations from the approved design standards. • Collaborate with project stakeholders to ensure consensus on the approval of vendor submissions, facilitating smooth project progress. • Maintain detailed documentation of the review process, including revisions and approvals, to ensure accountability and traceability. • Implement comprehensive quality control measures to inspect procured materials for defects, damage, and inconsistencies. • Establish clear criteria for assessing material quality and consistency, facilitating systematic and objective evaluation. • Utilize a variety of quality testing methods and techniques to assess the quality standards of procured materials comprehensively. • Adhere to industry-specific quality standards and regulations when conducting quality tests, ensuring compliance and reliability of results. 				
14	Project Installation and handover	<ul style="list-style-type: none"> • Discuss the procedures for handling variations in project execution, outlining the detailed steps involved. 	8	22	70%	70%

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
	Mapped to FFS/N0224, v2.0	<ul style="list-style-type: none"> Define the significance of regular quality checks as a crucial component of ensuring effective project execution. Describe the various statutory and regulatory guidelines applicable to project execution at the worksite. Conduct thorough site inspections to assess readiness for the installation process according to design specifications. Evaluate site conditions, spatial constraints, and logistical considerations to ensure compatibility with installation requirements. Collaborate with project stakeholders to address any site-related challenges or modifications necessary for successful installation. Perform rigorous quality checks at various stages of the installation process using appropriate tools and equipment. Employ suitable statutory and regulatory guidelines to ensure compliance throughout the project execution. Implement appropriate measures to mitigate risks, maintain safety standards, and uphold legal requirements throughout the project lifecycle. Maintain organized documentation of project activities, including site inspections, quality checks, and any deviations from the plan. 				
15	Employability Skills Mapped to DGT/VSQ/N0102, v1.0	<ul style="list-style-type: none"> List different learning and employability related GOI and private portals and their usage. Show how to practice different environmentally sustainable practices. Exhibit 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. Show how to use basic English sentences for everyday conversation in different contexts, in person and over the telephone. Read and interpret text written in basic English. 	20	30	70%	70%

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
		<ul style="list-style-type: none"> • Write a short note/paragraph / letter/e -mail using basic English. • Create a career development plan with well-defined short- and long-term goals. • Demonstrate how to communicate effectively using verbal and nonverbal communication etiquette. • Demonstrate how to behave, communicate, and conduct oneself appropriately with all genders and PwD. • Demonstrate how to carry out offline and online financial transactions, safely and securely. • List the common components of salary and compute income, expenditure, taxes, investments, etc. • Demonstrate how to operate digital devices and use the associated applications and features, safely and securely. • Create sample word documents, excel sheets, and presentations using basic features. • utilize virtual collaboration tools to work effectively. • Create a sample business plan, for the selected business opportunity. • Create a professional Curriculum Vitae (CV). • Use various offline and online job search sources such as employment exchanges, recruitment agencies, and job portals respectively. • Perform a mock interview. • List the steps for searching and registering for apprenticeship opportunities. 				
16	<p>Health, safety, and hygiene protocols while designing</p> <p>Mapped to FFS/N8207, v3.0</p>	<ul style="list-style-type: none"> • Discuss various health and safety hazards associated with the project execution during construction and subsequent maintenance. • Discuss the health and safety measures associated with the project designs. • Explain the operational guidelines for the usage of emergency tools and equipment. 	9	68	70%	70%

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
		<ul style="list-style-type: none"> Describe the first aid procedures in case of emergency. List all the concerned control measures while working at the worksite. Describe the types of hand signals and signage and their application. Execute rigorous health and safety protocols at the worksite to guarantee a hygienic and secure environment conducive to work. Establish robust procedures for personal hygiene, waste management, and sanitation to uphold health regulations and organizational standards. Conduct thorough assessments of the worksite to identify potential hazards during construction and maintenance operations. Demonstrate proficiency in crafting and executing comprehensive health and safety plans tailored to the worksite's unique requirements. Formulate detailed strategies encompassing safety protocols, emergency response procedures, risk evaluations, and training initiatives to foster a culture of safety and compliance. Scrutinize worksite operations for deficiencies in organizational practices that may compromise safety or productivity. Identify opportunities for optimization in workflow management, communication channels, and resource allocation to enhance overall site safety and efficiency. Demonstrate proficient usage of a diverse array of personal protective equipment (PPE) while on-site, ensuring maximum protection against workplace hazards. Incorporate elements such as emergency exits, fire suppression systems, and ergonomic considerations into design blueprints to mitigate risks during construction and occupation phases. Demonstrate correct procedures for hand sanitization and washing to prevent the spread of infections and maintain optimal personal hygiene standards. 				

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
		<ul style="list-style-type: none"> Exhibit proficiency in utilizing emergency tools and equipment, including fire extinguishers, first aid kits, and evacuation aids. Employ clear and concise emergency evacuation protocols aligned with organizational guidelines to facilitate safe evacuation of personnel during emergencies. Design comprehensive contingency plans to address various emergency scenarios such as fires, electrical faults, accidents, and natural disasters. Identify potential risks, establish proactive response protocols, and allocate necessary resources to minimize the impact of emergencies on personnel and property. Deliver thorough training in first aid and CPR techniques as part of routine operations to equip team members with life-saving skills. Utilize diverse communication methods to disseminate critical safety information and control measures to relevant team members. Recognize and interpret various safety signs and hand signals commonly used in construction environments to enhance hazard awareness and communication. 				
17	<p>Material conservation and resources optimization</p> <p>Mapped to FFS/N8207, v3.0</p>	<ul style="list-style-type: none"> Discuss the economic benefits of efficient material usage, including cost savings, improved profitability, and enhanced competitiveness in the market. Describe the key elements involved in electricity and fuel consumption data analysis, such as energy usage patterns, consumption trends, peak demand periods, and energy efficiency metrics. Illustrate the systematic process of collecting and analysing energy utilization data. Showcase proficiency in employing diverse techniques for the effective utilization of resources. 	3	20	70%	70%

S. No	Module/NOS Name, Code, Version	Outcomes	Assessment Marks		Passing Percentage	
			Th.	Pr.	Th.	Pr.
		<ul style="list-style-type: none"> Implement strategies to maximize resource efficiency, minimize waste, and optimize productivity in project operations. Utilize data collection methods such as metering, monitoring systems, and data logging to gather energy consumption data accurately. Analyze energy usage patterns, trends, and anomalies to identify opportunities for energy efficiency improvements and cost savings. 				
Total Marks			134	516	70%	

Glossary

Term	Description
Sector	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
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.

National Occupational Standards (NOS)	NOS are occupational standards which apply uniquely in the Indian context.
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	The 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

Acronym	Description
QP	Qualification Pack
NSQF	National Skills Qualification Framework
NSQC	National Skills Qualification Committee
NOS	National Occupational Standards
QC	Quality Checking
PwD	Person with Disability
ToT	Training of Trainers

ToA	Training of Assessors
FFSC	Furniture and Fittings Skill Council
TP	Training Partner
PC	Performance Criteria
NA	Not Applicable
PPE	Personal Protective Equipment

Annexure 1: Tools and Equipment

List of Tools and Equipment

For a Batch size of 20 Candidates

The tools and equipment required are:

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size (In Nos)
1	Color Printer		1
2	Software- 2D Designing	2D software like AutoCAD.	20
3	Software- 3D Designing	3D software like 3DS Max/ Sketchup/REVIT, etc.	20
4	Software- MS Office	MS Office license suit	20

Apprenticeship Curriculum: NAPS

5	Measurement Tape (10 m)		20
6	Laser Measurement Tape	Battery powered	4

Classroom Aids

The aids required to conduct sessions in the classroom are:

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

Annexure 2: Assessment Strategy

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

At FFSC, we believe to gauge the performance of a candidate a holistic approach for assessment is essential. As such we have devised a multi-tier process to keep track of candidate overall progress at various stages. While a few techniques are imbibed as part of the training delivery program, others are explicit ways of testing. 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 at regular intervals to gauge the progress of the candidate during the training program. These are mix of Theory and 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. Trainer can consult the Master Trainer/ Program Mentor with regards to training delivery or conducting periodic assessments.

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

2. External

a. Assessment Partners/ Freelance Assessors:

An external assessment shall mandatorily be conducted by Assessment Partners via ToA certified Assessors or ToA certified Freelance Assessors. There are 3 key 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 and Assessment Team or any other assigned authority by FFSC, may conduct surprise or planned visits and checks from quality assurance and monitoring perspective.

The requirements and details of each stage are as 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 important to be compiled:

- a. Check the availability of the Lab Equipment for the particular Job Role as per the mode of conducting 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 and Assessment Monitoring Team for Assessment Quality Assurance checks.
- g. Ensure evidence of conducting assessment is gathered as per FFSC protocol:
 - i. Time-stamped and geo-tagged 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 and geotagged assessment (Theory + Viva + Practical) photographs and 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 and photographs of the assessment are uploaded/accessed from Cloud Storage
- d. Soft copies of the documents and 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 programs.