



Qualification Pack

QP Name: Assistant-Plant care taker (Gardner)- (Divyangjan)- ID

QP Code: PWD/ Q5001

Version: 1.0

NSQF Level: 2

Model Curriculum Version: 1.0

Expository: Intellectual Disability (E005)

Skill Council for Person with Disability
Address: 501-City Centre, 12/5 Dwarka - New Delhi - 110075

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Assistant Gardener-Divyangjan

Brief Job Description

An Assistant Gardener helps in setting up and maintaining garden and garden features under the Gardener's supervision. The person also carries out harvesting and along with providing assistance in preparing the garden for outdoor events and activities.

Personal Attributes

The individual must be physically fit to work for long durations. The person must be able to work as per instructions and have attention to detail. Ability to co-ordinate with others and good communications skills and listening skills required in this job role.

Applicable National Occupational Standards (NOS)

Compulsory NOS:

1. [PWD/N5001: Assist in setting up and maintaining the garden, garden tools and equipment](#)
2. [PWD/N5002: Set up and maintain the garden features](#)
3. [PWD/N5003: Carry out harvesting, and event organization activities](#)
4. [PWD/N9901: Follow health and safety and hygiene practices at the workplace](#)
5. [Undertake Employability Skills](#)

Qualification Pack (QP) Parameters

Sector	Persons with Disability
Sub-Sector	Agriculture
Occupation	Landscaping, Gardening and Urban Farming
Country	India
NSQF Level	2
Aligned to NCO/ISCO/ISIC Code	NCO-2015/6113.9900
Minimum Educational Qualification & Experience	No formal education & ability to read and write

Minimum Level of Education for Training in School	NA
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Pre-Requisite License or Training	NA
Minimum Job Entry Age	18 Years
Last Reviewed On	25/07/2022
Next Review Date	29 Sep 2025
Deactivation Date	29 Sep 2025
NSQC Approval Date	29 Sep 2022
Version	2.0

PWD/N5001: Assist in setting up and maintaining the garden

Description

This OS unit is about maintaining the garden, irrigation/ fertigation system along with garden tools and equipment. It also covers the utilization of resources and waste management practices.

Scope

The scope covers the following :

- Assist in propagating plants
- Assist in setting up and maintaining the garden
- Maintain the irrigation/fertigation system
- Maintain the garden tools and equipment
- Optimize resource utilization
- Carry out waste management
- Practice inclusion at work

Elements and Performance Criteria

Assist in propagating plants

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

- PC1. Assist with the gardener to ensure the availability of the required materials, tools and equipment for propagating plants
- PC2. Assist the gardener to propagate plants through a variety of propagation methods such as seeding, budding, cutting, layering, root division, etc.
- PC3. maintain the plants as per gardener's instructions until they are ready for transplanting, protecting them from excessive heat, cold, strong winds, animals, etc.

Assist in setting up and maintaining the garden

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

- PC4. assist in setting up and using the structures such as the net house, polyhouse, mist chamber to protect plants
- PC5. Assist in prepare the nursery bed, flower bed and ornamental planting bed as per the gardener's instructions
- PC6. assist in planting seedlings, bulbs, flowers, ornamental and edible plants, shrubs, trees as per the prepared layout and in a timely manner
- PC7. water varieties of garden plants, creepers, shrubs and trees as per their watering schedule
- PC8. carry out trimming, pruning, weeding, hoeing and staking, ensuring no damage to the garden plants, creepers, shrubs and trees
- PC9. operate various garden machinery such as push mowers, riding mowers, string trimmers, blowers, pruning tools, small tractors for relevant operations
- PC10. install different types of support to train a variety of garden plants, creepers, shrubs and trees
- PC11. maintain the annuals and perennials as per the gardener's instructions
- PC12. maintain the drainage system for effective drainage of excess water from the garden

PC13. apply mulch on the garden soil to prevent weed growth.

PC14. carry out daily tasks in the garden such as cleaning, raking, emptying litter bins, etc.

Maintain the irrigation/fertigation system

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

PC15. report any issues requiring an expert's attention to the gardener.

Maintain the garden tools and equipment

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

PC16. co-ordinate with an expert for the complex repair and maintenance needs of tools and equipment

PC17. store the garden tools and implements in the designated storage to prevent any accidents.

Optimize resource utilization

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

PC18. optimize the usage of water, electricity and relevant materials in various tasks and processes.

PC19. connect the electrical equipment safely and turn them off when not in use.

PC20. plug water leakages to prevent its wastage.

Carry out waste management

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

PC21. collect and remove trash from the garden.

PC22. segregate waste into appropriate categories such as recyclable and non-recyclable.

PC23. dispose the non-recyclable waste in an environment-friendly manner.

Practice inclusion at work

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

PC24. maintain appropriate behavior with all genders at work.

PC25. follow the recommended inclusive practices for Persons with Disabilities (PWD).

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

KU1. the process of setting up and using the structures such as the net house, polyhouse, mist chamber to protect plants.

KU2. the process of propagating varieties of plants.

KU3. how to prepare a nursery bed, flower bed and ornamental planting bed

KU4. the process of planting different types of seedlings, bulbs, flowers, ornamental and edible plants, shrubs, trees plant morphology and the process of their growth.

KU5. water requirements and watering schedule for varieties of garden plants, creepers, shrubs and trees.

KU6. how to carry out trimming, training, pruning, weeding, hoeing and staking safely.

KU7. how to operate various garden machinery such as push mowers, riding mowers, string trimmers, blowers, pruning tools, small tractors, etc.

KU8. the process of installing different types of support to train a variety of garden plants, creepers, shrubs and trees.

KU9. the importance of signposting and labelling in a garden.

PwD

- KU10. how to maintain fences, drainage system, etc.
- KU11. the importance of draining out excess water from the garden.
- KU12. various soil-fertility improvement practices.
- KU13. use of mulch to prevent weed growth.
- KU14. the process of intercropping to promote the growth of useful plants in the garden and suppress weed growth.
- KU15. the process of maintaining a greenhouse.
- KU16. the process of laying and maintaining drips and sprinklers.
- KU17. benefits of resource utilization.
- KU18. the process of segregating waste in appropriate categories.
- KU19. how to recycle and dispose of different types of waste.
- KU20. the importance of following inclusive practices for all genders and Persons with Disabilities (PwD).

Generic Skills (GS)

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

- GS1. attentively listen and note the given instructions.
- GS2. Inform to seniors if rescheduling of task is required
- GS3. communicate clearly with the seniors/colleagues on the issues faced during process
- GS4. work within a team in collaboration and co-ordination.
- GS5. verbally report safety hazards/ escalate problems related to safety hazards to the right authority.

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Assist in propagating plants</i>	3	6	-	3
PC1. Assist with the gardener to ensure the availability of the required materials, tools and equipment for propagating plants	1	2	-	1
PC2. Assist the gardener to propagate plants through a variety of propagation methods such as seeding, budding, cutting, layering, root division, etc.	1	2	-	1
PC3. maintain the plants as per gardener's instructions until they are ready for transplanting, protecting them from excessive heat, cold, strong winds, animals, etc.	1	2	-	1
<i>Assist in setting up and maintaining the garden</i>	11	22	-	11
PC4. assist in setting up and using the structures such as the net house, polyhouse, mist chamber to protect plants	1	2	-	1
PC5. Assist in prepare the nursery bed, flower bed and ornamental planting bed as per the gardener's instructions	1	2	-	1
PC6. assist in planting seedlings, bulbs, flowers, ornamental and edible plants, shrubs, trees as per the prepared layout and in a timely manner	1	2	-	1
PC7. water varieties of garden plants, creepers, shrubs and trees as per their watering schedule	1	2	-	1
PC8. carry out trimming, pruning, weeding, hoeing and staking, ensuring no damage to the garden plants, creepers, shrubs and trees	1	2	-	1
PC9. operate various garden machinery such as push mowers, riding mowers, string trimmers, blowers, pruning tools, small tractors for relevant operations	1	2	-	1
PC10. install different types of support to train a variety of garden plants, creepers, shrubs and trees	1	2	-	1
PC11. maintain the annuals and perennials as per the gardener's instructions	1	2	-	1

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC12. maintain the drainage system for effective drainage of excess water from the garden	1	2	-	1
PC13. apply mulch on the garden soil to prevent weed growth.	1	2	-	1
PC14. carry out daily tasks in the garden such as cleaning, raking, emptying litter bins, etc.	1	2	-	1
<i>Maintain the irrigation/fertigation system</i>	1	2	-	1
PC15. report any issues requiring an expert's attention to the gardener.	1	2	-	1
<i>Maintain the garden tools and equipment</i>	2	4	-	2
PC16. co-ordinate with an expert for the complex repair and maintenance needs of tools and equipment	1	2	-	1
PC17. store the garden tools and implements in the designated storage to prevent any accidents.	1	2	-	1
<i>Optimize resource utilization</i>	3	6	-	3
PC18. optimize the usage of water, electricity and relevant materials in various tasks and processes.	1	2	-	1
PC19. connect the electrical equipment safely and turn them off when not in use.	1	2	-	1
PC20. plug water leakages to prevent its wastage.	1	2	-	1
<i>Carry out waste management</i>	3	6	-	3
PC21. collect and remove trash from the garden.	1	2	-	1
PC22. segregate waste into appropriate categories such as recyclable and non-recyclable.	1	2	-	1
PC23. dispose the non-recyclable waste in an environment-friendly manner.	1	2	-	1
<i>Practice inclusion at work</i>	2	4	-	2
PC24. maintain appropriate behavior with all genders at work.	1	2	-	1
PC25. follow the recommended inclusive practices for Persons with Disabilities (PwD).	1	2	-	1
NOS Total	25	50	-	25

National Occupational Standards (NOS) Parameters

NOS Code	AGR/N5001
NOS Name	Assist in setting up and maintaining the garden, garden tools and equipment
Sector	Persons with Disability
Sub-Sector	Agriculture
Occupation	Landscaping, Gardening and Urban Farming
NSQF Level	2
Credits	TBD
Version	1.0
Last Reviewed Date	25/07/2022
Next Review Date	29 Sep 2025
NSQC Clearance Date	29 Sep 2022

PWD/N5002: Set up and maintain the garden features

Description

This OS unit is about setting up various garden features to enhance the beauty of the garden and maintaining them.

Scope

The scope covers the following:

- Set up the garden features
- Maintain the garden features

Elements and Performance Criteria

Set up the garden features

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

- PC1. set up various garden features such as the fountain, pond, walkways as per the gardener's instructions and garden layout.
- PC2. place various accessories such as rocks, logs, and garden decorations as per given instructions.
- PC3. pot ornamental plants such as bonsai trees and place them according to the layout.
- PC4. erect creative fences/ boundaries as specified by the gardener.

Maintain the garden features

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

- PC5. maintain the cleanliness and aesthetics of the garden features.
- PC6. check the garden features regularly to identify wear and tear or damage in them.
- PC7. ensure there are no obstructions in the walkways.
- PC8. replace the water in garden pond/ fountains at appropriate intervals.

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1. the process of setting various garden features such as the fountain, pond, walkways as per the gardener's instructions and garden layout
- KU2. placement of various accessories such as rocks, logs and garden decorations.
- KU3. the process of potting ornamental plants such as bonsai trees and placing them.
- KU4. the process of erecting creative fences and boundaries.
- KU5. the importance of ensuring no obstructions in the garden walkways.
- KU6. how to replace the water in garden pond/ fountains.

Generic Skills (GS)

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

- GS1. attentively listen and note the given instructions.
- GS2. Inform to seniors if rescheduling of task is required.
- GS3. communicate clearly with the seniors/colleagues on the issues faced during process.
- GS4. work within a team in collaboration and co-ordination.
- GS5. verbally report safety hazards/ escalate problems related to safety hazards to the right authority.

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Set up the garden features</i>	8	31	-	12
PC1. set up various garden features such as the fountain, pond, walkways as per the gardener's instructions and garden layout.	2	8	-	3
PC2. place various accessories such as rocks, logs, and garden decorations as per given instructions.	2	8	-	3
PC3. pot ornamental plants such as bonsai trees and place them according to the layout.	2	7	-	3
PC4. erect creative fences/ boundaries as specified by the gardener.	2	8	-	3
<i>Maintain the garden features</i>	8	29	-	12
PC5. maintain the cleanliness and aesthetics of the garden features.	2	7	-	3
PC6. check the garden features regularly to identify wear and tear or damage in them.	2	8	-	3
PC7. ensure there are no obstructions in the walkways.	2	7	-	3
PC8. replace the water in garden pond/ fountains at appropriate intervals.	2	7	-	3
NOS Total	16	60	-	24

National Occupational Standards (NOS) Parameters

NOS Code	AGR/N5002
NOS Name	Set up and maintain the garden features
Sector	Persons with Disability
Sub-Sector	Agriculture
Occupation	Landscaping, gardening and urban farming
NSQF Level	2
Credits	TBD
Version	1.0
Last Reviewed Date	25/07/2022
Next Review Date	29 Sep 2025
NSQC Clearance Date	29 Sep 2022

PWD/N5003: Carry out harvesting, and event organization activities

Description

This OS unit is about carrying out harvesting and event organisation activities in the garden, including setting up displays.

Scope

The scope covers the following :

- Harvest the flowers, fruits and vegetables
- Prepare the flowers, fruits and vegetables for marketing

Elements and Performance Criteria

Harvest the flowers, fruits and vegetables

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

- PC1. check the flowers, fruits and vegetables grown in the garden to ensure their maturity for being harvested.
- PC2. arrange and prepare the relevant tools and equipment for harvesting.
- PC3. harvest flowers, fruits and vegetables, ensuring no damage to them.
- PC4. store the flowers, fruits and vegetables under the and hygienic conditions.

Prepare the flowers, fruits and vegetables for marketing

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

- PC5. carry out sorting and grading of the harvested flowers, fruits and vegetables.
- PC6. clean the fruits and vegetables appropriately.
- PC7. create flower bouquets and floral arrangements such as wreaths and garlands to be sold.
- PC8. set up flower displays using a variety of flowers.
- PC9. carry out labelling of the flower bouquets and floral arrangements with the relevant information.

Assist in event organisation

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

- PC10. assist in landscaping and preparing the garden for outdoor events and activities.
- PC11. co-ordinate with the gardener and other relevant personnel to ensure appropriate arrangements are made as per the client's requirements.

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1. maturity indicators for a variety of flowers, fruits and vegetables grown in a garden
- KU2. use of the relevant tools and equipment for harvesting.

- KU3.** the process of sorting and grading the harvested flowers, fruits and vegetables.
- KU4.** how to create flower bouquets and floral arrangements.
- KU5.** the process of setting up flowers displays using a variety of flowers and labelling them.
- KU6.** the process of landscaping and preparing a garden for outdoor events and activities.

Generic Skills (GS)

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

- GS1.** attentively listen and note the given instructions.
- GS2.** Inform to seniors if rescheduling of task is required.
- GS3.** communicate clearly with the seniors/colleagues on the issues faced during process.
- GS4.** work within a team in collaboration and co-ordination.
- GS5.** verbally report safety hazards/ escalate problems related to safety hazards to the right authority.

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Harvest the flowers, fruits and vegetables</i>	8	22	-	8
PC1. check the flowers, fruits and vegetables grown in the garden to ensure their maturity for being harvested.	2	6	-	2
PC2. arrange and prepare the relevant tools and equipment for harvesting.	2	5	-	2
PC3. harvest flowers, fruits and vegetables, ensuring no damage to them.	2	6	-	2
PC4. store the flowers, fruits and vegetables under the and hygienic conditions.	2	5	-	2
<i>Prepare the flowers, fruits and vegetables for marketing</i>	10	28	-	8
PC5. carry out sorting and grading of the harvested flowers, fruits and vegetables.	2	5	-	1
PC6. clean the fruits and vegetables appropriately.	2	5	-	1
PC7. create flower bouquets and floral arrangements such as wreaths and garlands to be sold.	2	6	-	2
PC8. set up flower displays using a variety of flowers.	2	6	-	2
PC9. carry out labelling of the flower bouquets and floral arrangements with the relevant information.	2	6	-	2
<i>Assist in event organisation</i>	4	10	-	2
PC10. assist in landscaping and preparing the garden for outdoor events and activities.	2	5	-	1
PC11. co-ordinate with the gardener and other relevant personnel to ensure appropriate arrangements are made as per the client's requirements.	2	5	-	1
NOS Total	22	60	-	18

National Occupational Standards (NOS) Parameters

NOS Code	AGR/N5003
NOS Name	Carry out harvesting, marketing and event organisation activities
Sector	Persons with Disability
Sub-Sector	Agriculture
Occupation	Landscaping, Gardening and Urban Farming
NSQF Level	2
Credits	TBD
Version	1.0
Last Reviewed Date	25/07/2022
Next Review Date	29 Sep 2025
NSQC Clearance Date	29 Sep 2022

PWD/N9901: Follow health, safety and hygiene practices

Description

This OS unit is about ensuring a hazard free working environment along with maintaining health and hygiene.

Scope

The scope covers the following :

- Maintain personal and workplace hygiene
- Take precautionary health measures
- Follow standard safety procedure
- Follow effective waste management

Elements and Performance Criteria

Maintain personal and workplace hygiene

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

- PC1. wash and sanitize hands at regular intervals using hand wash and alcohol-based sanitizers
- PC2. clean the workplace with an appropriate cleaning solution and disinfectants as recommended
- PC3. sanitize all tools and equipment requiring touch points at regular intervals
- PC4. check that the trash cans are cleared regularly following the cleanliness and maintenance schedule
- PC5. use appropriate Personal Protective Equipment (headwear, glasses, goggles, footwear etc.) considering the task to be performed and the working environment
- PC6. maintain personal hygiene by brushing teeth regularly, wearing clean clothes, following a healthy diet etc

Take precautionary health measures

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

- PC7. attend regular health check-ups organized by the management
- PC8. report personal health issues related to injury, food, air and infectious disease
- PC9. report to the concerned authority in case any coworker is unwell

Follow standard safety procedure

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

- PC10. follow safety procedures while handling materials, tools, equipment etc
- PC11. follow first aid procedures appropriately
- PC12. identify hazards at the workplace and report to the concerned person in time

Follow effective waste management

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

- PC13. identify and segregate recyclable, non-recyclable and hazardous waste at workplace
- PC14. segregate waste into different coloured dustbins
- PC15. recycle waste wherever applicable
- PC16. dispose off the waste as per the prescribed standards

PC17. dispose off PPEs in a plastic bag, sealed and labelled as infectious waste

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** organisation's policy on reporting and managing safety issues
- KU2.** procedure to maintain cleanliness standards at workplace
- KU3.** SOP on personal hygiene
- KU4.** importance of preventive health checkup and healthy living
- KU5.** procedure to report health issues
- KU6.** instructions for operating and handling equipment as per standard
- KU7.** purpose and usage of PPE
- KU8.** basic first-aid procedures
- KU9.** standard waste management policy

Generic Skills (GS)

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

- GS1.** listen carefully the orally communicated information
- GS2.** verbally report safety hazards
- GS3.** work within a team in collaboration and co-ordination
- GS4.** be punctual and complete tasks within stipulated time

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Maintain personal and workplace hygiene</i>	8	10	-	-
PC1. wash and sanitize hands at regular intervals using hand wash and alcohol-based sanitizers	2	4	-	-
PC2. clean the workplace with an appropriate cleaning solution and disinfectants as recommended	1	2	-	-
PC3. sanitize all tools and equipment requiring touch points at regular intervals	1	2	-	-
PC4. check that the trash cans are cleared regularly following the cleanliness and maintenance schedule	1	-	-	-
PC5. use appropriate Personal Protective Equipment (headwear, glasses, goggles, footwear etc.) considering the task to be performed and the working environment	1	2	-	-
PC6. maintain personal hygiene by brushing teeth regularly, wearing clean clothes, following a healthy diet etc	2	-	-	-
<i>Take precautionary health measures</i>	2	6	-	-
PC7. attend regular health check-ups organized by the management	-	2	-	-
PC8. report personal health issues related to injury, food, air and infectious disease	1	2	-	-
PC9. report to the concerned authority in case any coworker is unwell	1	2	-	-
<i>Follow standard safety procedure</i>	3	6	-	-
PC10. follow safety procedures while handling materials, tools, equipment etc	1	2	-	-
PC11. follow first aid procedures appropriately	1	2	-	-
PC12. identify hazards at the workplace and report to the concerned person in time	1	2	-	-
<i>Follow effective waste management</i>	7	8	-	-

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC13. identify and segregate recyclable, non-recyclable and hazardous waste at workplace	2	-	-	-
PC14. segregate waste into different coloured dustbins	-	2	-	-
PC15. recycle waste wherever applicable	1	2	-	-
PC16. dispose off the waste as per the prescribed standards	2	2	-	-
PC17. dispose off PPEs in a plastic bag, sealed and labelled as infectious waste	2	2	-	-
NOS Total	20	30	-	-

National Occupational Standards (NOS) Parameters

NOS Code	PWD/N9901
NOS Name	Follow health, safety and hygiene practices
Sector	PwD
Sub-Sector	Persons with Disability
Occupation	Generic
NSQF Level	3
Credits	TBD
Version	1.0
Last Reviewed Date	18/08/2021
Next Review Date	18/08/2024

Assessment Guidelines and Assessment Weightage

Assessment Guidelines

Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.

The assessment for the theory part will be based on knowledge bank of questions created by the SSC.

Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).

Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on these criteria.

In case of successfully passing only certain number of NOSs, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack.

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

- within 6 months (preferably)

Minimum Aggregate Passing % at QP Level: 50

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

Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
AGR/N0839.Assist in setting up and maintaining the garden, garden tools and equipment	25	50	0	25	100	30
AGR/N0813.Set up and maintain the garden features	16	60	0	24	100	30
AGR/N0844.Carry out harvesting, marketing and event organization activities	22	60	0	18	100	25
AGR/N9903.Maintain health and safety at the workplace	20	30	-		50	15
Total	83	200	0	67	350	100

Acronyms

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

Glossary

Sector	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Occupation	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria (PC)	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
National Occupational Standards (NOS)	NOS are occupational standards which apply uniquely in the Indian context.
Qualifications Pack (QP)	QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
Unit Code	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
Unit Title	Unit title gives a clear overall statement about what the incumbent should be able to do.
Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
Scope	Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required.
Knowledge and Understanding (KU)	Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organizational specific knowledge that an individual needs in order to perform to the required standard.

Organizational Context	Organizational context includes the way the organization is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
Technical Knowledge	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
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.
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.
Options	Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.