



Qualification Pack



Electrical Safety Supervisor

QP Code: SSD/VSQ/Q1301

Version: 1.0

NSQF Level: 5

Safety Skill Development Foundation || Safety Skill Development Foundation D-507, Light House,
Town Square 1 Sector 82A
Gurugram || email:anand.ssdf@gmail.com



Qualification Pack

Contents

SSD/VSQ/Q1301: Electrical Safety Supervisor	3
<i>Brief Job Description</i>	3
Applicable National Occupational Standards (NOS)	3
<i>Compulsory NOS</i>	3
<i>Qualification Pack (QP) Parameters</i>	3
SSD/VSQ/N1301: Introduction to Occupational Safety, Health, and Environment (OSHE).	5
SSD/VSQ/N1302: Electrical Hazard Identification, Risk Assessment, and Hazard Control	11
SSD/VSQ/N1303: Electrical Machines & Power Systems	15
SSD/VSQ/N1304: Electrical Switchgear and Protective Devices	19
SSD/VSQ/N1305: Statutes & Legislative : Safety, Health & Electricity	23
SSD/VSQ/N1306: Plan & Organize Electrical Emergency Protocols	28
DGT/VSQ/N0102: Employability Skills (60 Hours)	32
Assessment Guidelines and Weightage	39
<i>Assessment Guidelines</i>	39
<i>Assessment Weightage</i>	40
Acronyms	42
Glossary	43



Qualification Pack

SSD/VSQ/Q1301: Electrical Safety Supervisor

Brief Job Description

The Electrical Safety Supervisor will be responsible to ensure safe operations of power systems. As an electrical supervisor, the professional will demonstrate strong understanding of electrical safety engineering practices, will ensure that all electrical work at the worksite is completed on time and in accordance with the rules and regulations implied in the industry. The Electrical Safety Supervisor is responsible for maintaining at par electrical safety in industries. The professional will contribute in designing and improving safety performance and in meeting the statutory requirements set by the governing bodies.

Personal Attributes

The professional should be mentally and professionally fit to take responsibility of compliances of health and safety standards, rules and meet the health and safety standards at workplace with his/her integrity, objectivity, independency, knowledge of law, expression, and code of ethics.

Applicable National Occupational Standards (NOS)

Compulsory NOS:

1. [SSD/VSQ/N1301: Introduction to Occupational Safety, Health, and Environment \(OSHE\).](#)
2. [SSD/VSQ/N1302: Electrical Hazard Identification, Risk Assessment, and Hazard Control](#)
3. [SSD/VSQ/N1303: Electrical Machines & Power Systems](#)
4. [SSD/VSQ/N1304: Electrical Switchgear and Protective Devices](#)
5. [SSD/VSQ/N1305: Statutes & Legislative : Safety, Health & Electricity](#)
6. [SSD/VSQ/N1306: Plan & Organize Electrical Emergency Protocols](#)
7. [DGT/VSQ/N0102: Employability Skills \(60 Hours\)](#)

Qualification Pack (QP) Parameters

Sector	Cross Sectoral
Sub-Sector	Hydrocarbon, Iron & steel, Mining, Power, Automotive, Construction, Chemicals & Petrochemicals, and others.
Occupation	Electrical Safety Management



Qualification Pack

Country	India
NSQF Level	5
Credits	20
Aligned to NCO/ISCO/ISIC Code	NCO-2015/2141.2600 : Occupational Health and Safety Specialist
Minimum Educational Qualification & Experience	Completed 4 year UG program (with science) with 1 Year of experience OR Completed 3 year UG degree (with science) with 2 Years of experience OR Completed 3 year diploma after 10th with 3 Years of experience OR 10th grade pass plus 2-year NTC with 4 Years of experience OR Previous relevant Qualification of NSQF Level (4.5) with 1-2 Years of experience (1.5 Years) OR Previous relevant Qualification of NSQF Level (4) with 3 Years of experience
Minimum Level of Education for Training in School	10th Class
Pre-Requisite License or Training	Nil
Minimum Job Entry Age	18 Years
Last Reviewed On	27/08/2024
Next Review Date	27/08/2027
NSQC Approval Date	27/08/2024
Version	1.0
Reference code on NQR	QC-05-CO-02970-2024-V1-SSDF
NQR Version	1.0

Remarks:

NA



Qualification Pack

SSD/VSQ/N1301: Introduction to Occupational Safety, Health, and Environment (OSHE).

Description

The NOS describes the knowledge & skills required by the professional to plan, develop, implement, and monitor health and safety practices at workplace. The NOS will help in identifying the loopholes and gaps in the system and rectify them without directly affecting the core business of an organization.

Scope

The scope covers the following :

- Understand health & safety requirements & safety audit.
- Understand the direct & indirect financial losses of an organization because of an accident.
- Prepare Safety Policy.
- Set organizational Health & Safety goals and objectives.
- Manage risk by developing a positive safety culture.
- Channelize proper mode of accident and incident reporting.
- Onboard and manage contractors to comply with statutory requirements in occupational H&S.
- Understand & conduct training.

Elements and Performance Criteria

Health & Safety at Workplace

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

- PC1.** Analyse the concept of Health, Safety and Environment management at workplace, its importance and the moral, financial and legal reason for health and safety at workplace.
- PC2.** Apply “Accident Cost- Iceberg” theory of direct and indirect cost incurred from an incident.
- PC3.** Identify the employer responsibilities in providing safe working conditions and the employee rights & responsibilities at a workplace.
- PC4.** Decipher safety Policy, the general statement of intent in a safety policy, its aim, objects, and “SMART” concept of goal setting.

Types & Scope of Safety Audit

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

- PC5.** Analyse concept of safety audit, audit objective, types, requirement for safety audit at workplace, audit for a task, program, activity, project & machinery.
- PC6.** Analyse the scope of internal and external audit, reasons & advantages, responsibility of auditor.
- PC7.** Analyse first-party, second-party and third-party audits, scope of the compliance audit, program audit & management system audit.

Hierarchy & Process Safety

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

- PC8.** Identify role of management in an organization, role of safety supervisor, safety executive, safety officer, safety engineer, and safety manager.



Qualification Pack

- PC9.** Identify fundamentals of process safety, OSHA standards. QRA, LOPA, SIL, FERA, EERA.
- PC10.** Identify role of occupier, controller of premise, role & need of contractors in the organization & work permit to contractors, role of safety committee.
- PC11.** Analyse the selection prerequisites of a contractor, management of contractors, review meetings, safety committee meetings, method statements, accident reporting, training programs, statutory inspections, permit to work, gaps in contractor safety implementation of contractor safety.

PDCA Cycle & Safety Training

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

- PC12.** Analyse requirement of Plan-Do-Check-Act (PDCA) Cycle in safety management system; understand and analyze “Plan” & “Do” stages and “Check” and “Act” stages of PDCA cycle.
- PC13.** Identify the need of training, the contents of induction training & competent person at workplace, carry out “Toolbox talk” and “Induction training”.
- PC14.** Apply gas testing using – LEL sensor, O2 sensor, H2S sensor, Co Sensor.

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Health, Safety and Environment management.
- KU2.** Moral, financial, and legal reason for health and safety.
- KU3.** Accident Cost- Iceberg theory of direct and indirect cost incurred from an incident.
- KU4.** Safety Policy and the general statement of intent in the safety policy.
- KU5.** SMART method of goal setting.
- KU6.** Audits, categories of audits and types of audits.
- KU7.** Role of management and hierarchy in the organizations.
- KU8.** Safety audit, requirement of safety audit and its objective.
- KU9.** Roles in safety team, role of occupier, controller of premise and management of contractor.
- KU10.** PDCA cycles in health and safety management.

Generic Skills (GS)

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

- GS1.** Reading & writing in the language of communication.
- GS2.** Effective verbal communication in local language.
- GS3.** Basic mathematics and calculating tools.
- GS4.** Planning, organizing & resource optimization.
- GS5.** Administration, decision making & conflict resolution.
- GS6.** Planning & monitoring tools, software operation.
- GS7.** Understanding & adherence of instructions.
- GS8.** Understanding of safety and adherence to safety related protocols.
- GS9.** Conduct of Professional behavior with co-workers and employees.



Qualification Pack

GS10. Use of personal protective equipments.



Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Health & Safety at Workplace</i>	15	15	-	-
PC1. Analyse the concept of Health, Safety and Environment management at workplace, its importance and the moral, financial and legal reason for health and safety at workplace.	4	4	-	-
PC2. Apply “Accident Cost- Iceberg” theory of direct and indirect cost incurred from an incident.	4	4	-	-
PC3. Identify the employer responsibilities in providing safe working conditions and the employee rights & responsibilities at a workplace.	4	4	-	-
PC4. Decipher safety Policy, the general statement of intent in a safety policy, its aim, objects, and “SMART” concept of goal setting.	3	3	-	-
<i>Types & Scope of Safety Audit</i>	10	10	-	-
PC5. Analyse concept of safety audit, audit objective, types, requirement for safety audit at workplace, audit for a task, program, activity, project & machinery.	4	4	-	-
PC6. Analyse the scope of internal and external audit, reasons & advantages, responsibility of auditor.	3	3	-	-
PC7. Analyse first-party, second-party and third-party audits, scope of the compliance audit, program audit & management system audit.	3	3	-	-
<i>Hierarchy & Process Safety</i>	15	15	-	-
PC8. Identify role of management in an organization, role of safety supervisor, safety executive, safety officer, safety engineer, and safety manager.	3	3	-	-
PC9. Identify fundamentals of process safety, OSHA standards. QRA, LOPA, SIL, FERA, EERA.	4	4	-	-



Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC10. Identify role of occupier, controller of premise, role & need of contractors in the organization & work permit to contractors, role of safety committee.	4	4	-	-
PC11. Analyse the selection prerequisites of a contractor, management of contractors, review meetings, safety committee meetings, method statements, accident reporting, training programs, statutory inspections, permit to work, gaps in contractor safety implementation of contractor safety.	4	4	-	-
<i>PDCA Cycle & Safety Training</i>	10	10	-	-
PC12. Analyse requirement of Plan-Do-Check-Act (PDCA) Cycle in safety management system; understand and analyze “Plan” & “Do” stages and “Check” and “Act” stages of PDCA cycle.	4	4	-	-
PC13. Identify the need of training, the contents of induction training & competent person at workplace, carry out “Toolbox talk” and “Induction training”.	3	3	-	-
PC14. Apply gas testing using - LEL sensor, O2 sensor, H2S sensor, Co Sensor.	3	3	-	-
NOS Total	50	50	-	-



Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	SSD/VSQ/N1301
NOS Name	Introduction to Occupational Safety, Health, and Environment (OSHE).
Sector	Cross Sectoral
Sub-Sector	
Occupation	Electrical Safety Management
NSQF Level	5
Credits	4
Version	1.0
Last Reviewed Date	27/08/2024
Next Review Date	27/08/2027
NSQF Clearance Date	27/08/2024



Qualification Pack

SSD/VSQ/N1302: Electrical Hazard Identification, Risk Assessment, and Hazard Control

Description

The NOS describes the knowledge & skills required by the professional to identify electrical hazards in industries, analyze the severity of hazards suggest suitable control in mitigating the electrical hazards. The NOS will also give insight on residual electrical hazards in different activities.

Scope

The scope covers the following :

- Identify hazards & categories the electrical hazards.
- Implement Hierarchy of control in improvement of industry adopted electrical safety methodologies.
- Understand hidden risk in energized machines and powerlines.
- Analyse risks associated with electrical hazards & fires.

Elements and Performance Criteria

Electrical Hazard

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

- PC1.** Identify the definitions in electrical safety.
- PC2.** Analyse electrical hazard categories and risks involved in electrical maintenance activities.
- PC3.** Interpret Importance of hierarchy of control in maintaining electrical safety.

Electrical Fires & Control

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

- PC4.** Analyse electrical fires and their control measures.
- PC5.** Identify different hazard categories with respect to electrical tools, equipment, and machinery.
- PC6.** Interpret co-relation of electrical hazards with other hazards such as: Work at height, confined space, working in an excavation, lone working, and slips & trips.

Understand reasons for electrical hazards leading to accidents

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

- PC7.** Identify causes and reasons leading to electrical hazards.
- PC8.** Identify risks associated with electrical fires by carrying out risk assessment.
- PC9.** Recognise tools & equipment for handling electrical systems.

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Electrical risks & hazards at workplaces.
- KU2.** Electrical related safety & health requirements at workplaces.
- KU3.** Electrical safety audit types, methods, processes, and stages.



Qualification Pack

- KU4.** Safety & health measures against electrical risks & hazards at work site.
- KU5.** Hierarchy of control in electrical safety.
- KU6.** Government safety legislation, rules, and compliances.
- KU7.** Several Government agencies in ensuring health & safety measures.
- KU8.** Hierarchy in the organizations.

Generic Skills (GS)

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

- GS1.** Reading & writing in the language of communication.
- GS2.** Basic mathematics and calculations, computing/mathematical software operation on computer.
- GS3.** Computer operation, email writing, documents preparation, MS word & Excel sheet.
- GS4.** Understanding of safety rules & regulations for the industry.
- GS5.** Understanding of safety compliance protocols and organizational hierarchy.
- GS6.** Understanding complexities, priorities & severity, and reporting method as per organizational hierarchy.
- GS7.** Planning, organizing & resource optimization.
- GS8.** Administration, decision making & conflict resolution.
- GS9.** Professional behavior with co-workers and employees.
- GS10.** Ready to learn, understand, find solution & conflict resolution.



Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Electrical Hazard</i>	15	15	-	-
PC1. Identify the definitions in electrical safety.	5	5	-	-
PC2. Analyse electrical hazard categories and risks involved in electrical maintenance activities.	5	5	-	-
PC3. Interpret Importance of hierarchy of control in maintaining electrical safety.	5	5	-	-
<i>Electrical Fires & Control</i>	20	20	-	-
PC4. Analyse electrical fires and their control measures.	8	7	-	-
PC5. Identify different hazard categories with respect to electrical tools, equipment, and machinery.	7	8	-	-
PC6. Interpret co-relation of electrical hazards with other hazards such as: Work at height, confined space, working in an excavation, lone working, and slips & trips.	5	5	-	-
<i>Understand reasons for electrical hazards leading to accidents</i>	15	15	-	-
PC7. Identify causes and reasons leading to electrical hazards.	5	5	-	-
PC8. Identify risks associated with electrical fires by carrying out risk assessment.	5	5	-	-
PC9. Recognise tools & equipment for handling electrical systems.	5	5	-	-
NOS Total	50	50	-	-



Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	SSD/VSQ/N1302
NOS Name	Electrical Hazard Identification, Risk Assessment, and Hazard Control
Sector	Cross Sectoral
Sub-Sector	
Occupation	Electrical Safety Management
NSQF Level	5
Credits	3
Version	1.0
Last Reviewed Date	27/08/2024
Next Review Date	27/08/2027
NSQC Clearance Date	27/08/2024



Qualification Pack

SSD/VSQ/N1303: Electrical Machines & Power Systems

Description

The NOS describes the knowledge & skills required by the professional to identify the electrical hazards in industries, insight on electrical power systems and various concepts involved generation, transmission, distribution, and utilization of electrical energy.

Scope

The scope covers the following :

- Identify the underlying electrical hazard in electrical machinery.
- Protect workforce from accidents.
- Learn best practices in electrical safety.
- Identify the underlying electrical hazard in electrical power system.

Elements and Performance Criteria

Electricity & effects on human body

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

- PC1.** Identify basics terminologies in electrical engineering.
- PC2.** Identify the difference between Alternating Current and Direct Current.
- PC3.** Analyse effects of electricity in human body.

Electrical Conductor & Insulators

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

- PC4.** Identify the role of electric conductors and insulators.
- PC5.** Analyse wiring requirements in industries.
- PC6.** Interpret electrical induction and the concept of safety clearance.
- PC7.** Analyse double insulation principles and its applications.

Electrical load & losses

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

- PC8.** Identify overload and short circuit in power lines.
- PC9.** Recognise overload and short circuit protection in power lines.
- PC10.** Analyse operation of electrical machinery like single phase induction motor, three phase induction motor, DC motor, DC generator, AC generators, synchronous motor, servo motor, step up transformer, step down transformer, instrument transformers etc.
- PC11.** Recognise transmissional losses in AC & DC power lines.

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Electrical system risks & hazards at workplaces.



Qualification Pack

- KU2.** Electrical & Electronic devices related safety requirements at workplaces.
- KU3.** Electrical protective devices, safety audit types, methods, processes, and stages.
- KU4.** Earthing requirements, measures against electrical risks & hazards at work site.
- KU5.** Hierarchy of control in electrical safety.

Generic Skills (GS)

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

- GS1.** Reading & writing in the language of communication.
- GS2.** Basic mathematics and calculations, computing/mathematical software operation on computer.
- GS3.** Computer operation, email writing, documents preparation, MS word & Excel sheet.
- GS4.** Understanding of safety rules & regulations for the industry.
- GS5.** Understanding of safety compliance protocols and organizational hierarchy.
- GS6.** Understanding complexities, priorities & severity, and reporting method as per organizational hierarchy.
- GS7.** Planning, organizing & resource optimization.
- GS8.** Administration, decision making & conflict resolution.
- GS9.** Professional behavior with co-workers and employees.
- GS10.** Ready to learn, understand, find solution & conflict resolution.



Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Electricity & effects on human body</i>	15	15	-	-
PC1. Identify basics terminologies in electrical engineering.	5	5	-	-
PC2. Identify the difference between Alternating Current and Direct Current.	5	5	-	-
PC3. Analyse effects of electricity in human body.	5	5	-	-
<i>Electrical Conductor & Insulators</i>	20	20	-	-
PC4. Identify the role of electric conductors and insulators.	5	5	-	-
PC5. Analyse wiring requirements in industries.	5	5	-	-
PC6. Interpret electrical induction and the concept of safety clearance.	5	5	-	-
PC7. Analyse double insulation principles and its applications.	5	5	-	-
<i>Electrical load & losses</i>	15	15	-	-
PC8. Identify overload and short circuit in power lines.	4	4	-	-
PC9. Recognise overload and short circuit protection in power lines.	4	4	-	-
PC10. Analyse operation of electrical machinery like single phase induction motor, three phase induction motor, DC motor, DC generator, AC generators, synchronous motor, servo motor, step up transformer, step down transformer, instrument transformers etc.	4	4	-	-
PC11. Recognise transmissional losses in AC & DC power lines.	3	3	-	-
NOS Total	50	50	-	-



Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	SSD/VSQ/N1303
NOS Name	Electrical Machines & Power Systems
Sector	Cross Sectoral
Sub-Sector	
Occupation	Electrical Safety Management
NSQF Level	5
Credits	3
Version	1.0
Last Reviewed Date	27/08/2024
Next Review Date	27/08/2027
NSQF Clearance Date	27/08/2024



Qualification Pack

SSD/VSQ/N1304: Electrical Switchgear and Protective Devices

Description

The NOS describes knowledge & skills required to understand and use of electrical switchgear used for protection against electrical hazards and human induced failures. The NOS also describes the protective electrical switch gears that ensures human life protection.

Scope

The scope covers the following :

- Identify electrical switchgears, fuses, circuit breakers and protective devices for protection.
- Identify & learn Protective devices to protect workforce from accidents.
- Learn best practices in electrical safety, switch gears for human life protection.

Elements and Performance Criteria

Electrical Power System

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

- PC1.** Identify various electrical power systems.
- PC2.** Apply the concept of harmonics in power lines.
- PC3.** Analyse “Path of least resistance in electric circuit”.

Earth Pit & Protective Devices

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

- PC4.** Analyse construction of Earth pit as per IS3043 and static electricity.
- PC5.** Recognise protective devices like circuit breakers, interrupting devices for preventing damage to circuits, equipment, and personnel.
- PC6.** Analyse lightning arresters, surge protectors, fuses, relays, circuit breakers, reclosers, and other devices and best practices in electrical safety.

Electrical Arcing & Hotspots

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

- PC7.** Identify hazards related to electrical arcing and their boundaries.
- PC8.** Perform resistivity test for earth pit placement.
- PC9.** Perform LOTO on electrical busbar system.
- PC10.** Identify electrical hotspots with the help of thermography.

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Electrical systems risks & hazards at workplaces.
- KU2.** Electrical & Electronic devices related safety requirements at workplaces.
- KU3.** Electrical protective devices, safety audit types, methods, processes, and stages.



Qualification Pack

KU4. Earthing requirements, measures against electrical risks & hazards at work site.

KU5. Hierarchy in the organizations.

Generic Skills (GS)

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

- GS1.** Reading & writing in the language of communication.
- GS2.** Basic mathematics and calculations, computing/mathematical software operation on computer.
- GS3.** Computer operation, email writing, documents preparation, MS word & Excel sheet.
- GS4.** Understanding of safety rules & regulations for the industry.
- GS5.** Understanding of safety compliance protocols and organizational hierarchy.
- GS6.** Understanding complexities, priorities & severity, and reporting method as per organizational hierarchy.
- GS7.** Planning, organizing & resource optimization.
- GS8.** Administration, decision making & conflict resolution.
- GS9.** Professional behavior with co-workers and employees.
- GS10.** Ready to learn, understand, find solution & conflict resolution.



Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Electrical Power System</i>	15	15	-	-
PC1. Identify various electrical power systems.	5	5	-	-
PC2. Apply the concept of harmonics in power lines.	5	5	-	-
PC3. Analyse “Path of least resistance in electric circuit”.	5	5	-	-
<i>Earth Pit & Protective Devices</i>	15	15	-	-
PC4. Analyse construction of Earth pit as per IS3043 and static electricity.	5	5	-	-
PC5. Recognise protective devices like circuit breakers, interrupting devices for preventing damage to circuits, equipment, and personnel.	5	5	-	-
PC6. Analyse lightning arresters, surge protectors, fuses, relays, circuit breakers, reclosers, and other devices and best practices in electrical safety.	5	5	-	-
<i>Electrical Arching & Hotspots</i>	20	20	-	-
PC7. Identify hazards related to electrical arcing and their boundaries.	5	5	-	-
PC8. Perform resistivity test for earth pit placement.	5	5	-	-
PC9. Perform LOTO on electrical busbar system.	5	5	-	-
PC10. Identify electrical hotspots with the help of thermography.	5	5	-	-
NOS Total	50	50	-	-



Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	SSD/VSQ/N1304
NOS Name	Electrical Switchgear and Protective Devices
Sector	Cross Sectoral
Sub-Sector	
Occupation	Electrical Safety Management
NSQF Level	5
Credits	3
Version	1.0
Last Reviewed Date	27/08/2024
Next Review Date	27/08/2027
NSQC Clearance Date	27/08/2024



Qualification Pack

SSD/VSQ/N1305: Statutes & Legislative : Safety, Health & Electricity

Description

The NOS describes the knowledge & skills of the professionals of regulations & regulatory compliance requirements as per the laws governed by the Government of India. The professional will be able to identify the existing shortcomings as per the recommendation of the regulatory body for a particular task or activity.

Scope

The scope covers the following :

- Understand & comply with BOCW Act 1996.
- Understand & comply with Factories Act, 1948.
- Understand & comply with OSH Code 2020.
- Understand The Electricity Act 2003 - India.

Elements and Performance Criteria

BOCW Act 1996

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

- PC1.** Work out regulatory requirements of safety & health measures as per BoCW Act.
- PC2.** Identify safety committees constitution, functions, compliances, inspections, and record maintenance.
- PC3.** Work out statutes, compliances, inspections, reporting process and record maintenance.

Factory Act 1948

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

- PC4.** Work out safety & health measures requirement as per Factory Act at work place.
- PC5.** Work out welfare measures requirement as per Factory Act at the work place.
- PC6.** Work out facilities to be provided for workers & employees at work place as per Factory Act.

OSH Code 2020

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

- PC7.** Enumerate the responsibilities as per OSH Code 2020 at work place.
- PC8.** Enumerate enforcement measures of health & safety legislative requirements as per OSH Code 2020 at workplace.
- PC9.** Enumerate the Employee's responsibilities as per OSH Code 2020.

The Electricity Act 2003

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

- PC10.** Work out legal framework for the generation, transmission, distribution, and consumption of electricity in the country.
- PC11.** Work out subsequent amendments in the act.
- PC12.** Work out the safety requirements as per electricity Acts for individual & organization.



Qualification Pack

PC13. Work out the compliance parameters required as electric consumer & distributor as per the Act.

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Safety Requirement at work place.
- KU2.** Safety management theories.
- KU3.** Risks & hazards at work places.
- KU4.** Fire hazard, firefighting equipments & firefighting methods.
- KU5.** Environmental issues being faced.
- KU6.** Regulating bodies in India on safety, health & environment at work places.
- KU7.** Hierarchy in the organizations.
- KU8.** Report preparation, safety instructions & their implementation at workplace.
- KU9.** Reporting process of any accident/incident.
- KU10.** Safety & health measures against risks & hazards at work places and emergency protocols.
- KU11.** Management of safety, health & environment issues at work place.

Generic Skills (GS)

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

- GS1.** Reading & writing in the language of communication.
- GS2.** Basic mathematics and calculations, computing/mathematical software operation on computer.
- GS3.** Computer operation, email writing, documents preparation, MS word & Excel sheet.
- GS4.** Understanding of safety rules & regulations for the industry.
- GS5.** Understanding of safety compliance protocols and organizational hierarchy.
- GS6.** Understanding complexities, priorities & severity and reporting method as per organizational hierarchy.
- GS7.** Planning, organizing & resource optimization.
- GS8.** Administration, decision making & conflict resolution.
- GS9.** Professional behavior with co-workers and employees.
- GS10.** Ready to learn, understand, find solution & conflict resolution.



Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>BOCW Act 1996</i>	10	10	-	-
PC1. Work out regulatory requirements of safety & health measures as per BoCW Act.	4	3	-	-
PC2. Identify safety committees constitution, functions, compliances, inspections, and record maintenance.	3	4	-	-
PC3. Work out statutes, compliances, inspections, reporting process and record maintenance.	3	3	-	-
<i>Factory Act 1948</i>	10	10	-	-
PC4. Work out safety & health measures requirement as per Factory Act at work place.	4	3	-	-
PC5. Work out welfare measures requirement as per Factory Act at the work place.	3	4	-	-
PC6. Work out facilities to be provided for workers & employees at work place as per Factory Act.	3	3	-	-
<i>OSH Code 2020</i>	10	10	-	-
PC7. Enumerate the responsibilities as per OSH Code 2020 at work place.	4	3	-	-
PC8. Enumerate enforcement measures of health & safety legislative requirements as per OSH Code 2020 at workplace.	3	4	-	-
PC9. Enumerate the Employee's responsibilities as per OSH Code 2020.	3	3	-	-
<i>The Electricity Act 2003</i>	20	20	-	-
PC10. Work out legal framework for the generation, transmission, distribution, and consumption of electricity in the country.	5	5	-	-
PC11. Work out subsequent amendments in the act.	5	5	-	-



Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC12. Work out the safety requirements as per electricity Acts for individual & organization.	5	5	-	-
PC13. Work out the compliance parameters required as electric consumer & distributor as per the Act.	5	5	-	-
NOS Total	50	50	-	-



Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	SSD/VSQ/N1305
NOS Name	Statutes & Legislative : Safety, Health & Electricity
Sector	Cross Sectoral
Sub-Sector	
Occupation	Electrical Safety Management
NSQF Level	5
Credits	3
Version	1.0
Last Reviewed Date	27/08/2024
Next Review Date	27/08/2027
NSQF Clearance Date	27/08/2024



Qualification Pack

SSD/VSQ/N1306: Plan & Organize Electrical Emergency Protocols

Description

The NOS describes the knowledge & skills required by the professionals about planning and organizing of their work to provide a safe working environment for workers and set emergency protocols & measure in case of any unforeseen incidents or accidents to minimize the damages & losses.

Scope

The scope covers the following :

- Planning of resources for own work and communication to concerned subordinates, co-workers and superiors.
- Provision of necessary support to subordinates, co-ordinate with co-workers and liaise with superiors and monitor.
- Setting up emergency protocols and implement at working places to minimize the loss in case of any incident or accident.

Elements and Performance Criteria

Planning of Work

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

- PC1.** Plan safety resources, schedules, measures and timelines for readiness as per overall work timelines.
- PC2.** Work Out hierarchy of the organization and communication to other team members, co-workers, subordinates & superiors, and coordination with other team members.
- PC3.** Identify task and allot to subordinates, supervision and coordination among the team members for readiness in sync with overall task & timelines.

Organizing & Monitoring

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

- PC4.** Analyse resource collection, provisioning of resources to team members as per task & timelines.
- PC5.** Communicate & brief to concerned co-workers, subordinates & superiors, provide guidance to subordinate & co-workers for timely and correct completion.
- PC6.** Analyse supervision & monitoring progress of work, reporting the progress & completion, preparation of reports & documents.

Emergency Protocols

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

- PC7.** Set up medical emergency measures, in case of accidents/incidents at work place.
- PC8.** Set up fire emergency measures as per plans in case of any fire accidents at work place.
- PC9.** Set up emergency assembly area, evacuation plan, sign boards and guidance.

Knowledge and Understanding (KU)



Qualification Pack

The individual on the job needs to know and understand:

- KU1.** Task, roles & responsibility of own and subordinates.
- KU2.** Planning timelines of task, sequence and resources deployment for the task.
- KU3.** Roles & tasks of co-workers & other teams working for the same task.
- KU4.** Instruction, advices, briefing and resource allocation to subordinates.
- KU5.** Communication to co-workers, other teams & superiors for the work.
- KU6.** Organizing tools, equipment, materials & other resources on time as per timelines & emergency.
- KU7.** Knowledge of local emergency support.
- KU8.** Providing support and guidance to his team & subordinates.
- KU9.** Planning & monitoring tools & software and its operation.
- KU10.** Complexities, priorities & severity of the task.
- KU11.** Report preparation & reporting methods as per organizational hierarchy.

Generic Skills (GS)

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

- GS1.** Reading & writing in the language of communication.
- GS2.** Effective verbal communication in local language.
- GS3.** Basic mathematics and calculating tools.
- GS4.** Planning, organizing & resource optimization.
- GS5.** Administration, decision making & conflict resolution.
- GS6.** Planning & monitoring tools, software operation.
- GS7.** Understanding & adherence of instructions.
- GS8.** Understanding of safety and adherence to safety related protocols.
- GS9.** Conduct of Professional behavior with co-workers and employees.
- GS10.** Use of personal protective equipments.
- GS11.** Work site rules & security, fire safety protocols, first aid & procedure under emergency conditions
- GS12.** Housekeeping and disposal of waste materials.
- GS13.** Knowledge of organizational hierarchy for availability of tools, equipment & material & its security.



Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Planning of Work</i>	15	15	-	-
PC1. Plan safety resources, schedules, measures and timelines for readiness as per overall work timelines.	5	5	-	-
PC2. Work Out hierarchy of the organization and communication to other team members, co-workers, subordinates & superiors, and coordination with other team members.	5	5	-	-
PC3. Identify task and allot to subordinates, supervision and coordination among the team members for readiness in sync with overall task & timelines.	5	5	-	-
<i>Organizing & Monitoring</i>	18	17	-	-
PC4. Analyse resource collection, provisioning of resources to team members as per task & timelines.	6	6	-	-
PC5. Communicate & brief to concerned co-workers, subordinates & superiors, provide guidance to subordinate & co-workers for timely and correct completion.	6	6	-	-
PC6. Analyse supervision & monitoring progress of work, reporting the progress & completion, preparation of reports & documents.	6	5	-	-
<i>Emergency Protocols</i>	17	18	-	-
PC7. Set up medical emergency measures, in case of accidents/incidents at work place.	6	6	-	-
PC8. Set up fire emergency measures as per plans in case of any fire accidents at work place.	6	6	-	-
PC9. Set up emergency assembly area, evacuation plan, sign boards and guidance.	5	6	-	-
NOS Total	50	50	-	-



Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	SSD/VSQ/N1306
NOS Name	Plan & Organize Electrical Emergency Protocols
Sector	Cross Sectoral
Sub-Sector	
Occupation	Electrical Safety Management
NSQF Level	5
Credits	2
Version	1.0
Last Reviewed Date	27/08/2024
Next Review Date	27/08/2027
NSQC Clearance Date	27/08/2024



Qualification Pack

DGT/VSQ/N0102: Employability Skills (60 Hours)

Description

This unit is about employability skills, Constitutional values, becoming a professional in the 21st Century, digital, financial, and legal literacy, diversity and Inclusion, English and communication skills, customer service, entrepreneurship, and apprenticeship, getting ready for jobs and career development.

Scope

The scope covers the following :

- Introduction to Employability Skills
- Constitutional values - Citizenship
- Becoming a Professional in the 21st Century
- Basic English Skills
- Career Development & Goal Setting
- Communication Skills
- Diversity & Inclusion
- Financial and Legal Literacy
- Essential Digital Skills
- Entrepreneurship
- Customer Service
- Getting ready for Apprenticeship & Jobs

Elements and Performance Criteria

Introduction to Employability Skills

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

- PC1.** identify employability skills required for jobs in various industries
- PC2.** identify and explore learning and employability portals

Constitutional values - Citizenship

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

- PC3.** recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.
- PC4.** follow environmentally sustainable practices

Becoming a Professional in the 21st Century

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

- PC5.** recognize the significance of 21st Century Skills for employment
- PC6.** practice the 21st Century Skills such as Self-Awareness, Behaviour Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life

Basic English Skills

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



Qualification Pack

- PC7.** use basic English for everyday conversation in different contexts, in person and over the telephone
- PC8.** read and understand routine information, notes, instructions, mails, letters etc. written in English
- PC9.** write short messages, notes, letters, e-mails etc. in English

Career Development & Goal Setting

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

- PC10.** understand the difference between job and career
- PC11.** prepare a career development plan with short- and long-term goals, based on aptitude

Communication Skills

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

- PC12.** follow verbal and non-verbal communication etiquette and active listening techniques in various settings
- PC13.** work collaboratively with others in a team

Diversity & Inclusion

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

- PC14.** communicate and behave appropriately with all genders and PwD
- PC15.** escalate any issues related to sexual harassment at workplace according to POSH Act

Financial and Legal Literacy

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

- PC16.** select financial institutions, products and services as per requirement
- PC17.** carry out offline and online financial transactions, safely and securely
- PC18.** identify common components of salary and compute income, expenses, taxes, investments etc
- PC19.** identify relevant rights and laws and use legal aids to fight against legal exploitation

Essential Digital Skills

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

- PC20.** operate digital devices and carry out basic internet operations securely and safely
- PC21.** use e- mail and social media platforms and virtual collaboration tools to work effectively
- PC22.** use basic features of word processor, spreadsheets, and presentations

Entrepreneurship

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

- PC23.** identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research
- PC24.** develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion
- PC25.** identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity

Customer Service

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

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



Qualification Pack

PC28. follow appropriate hygiene and grooming standards

Getting ready for apprenticeship & Jobs

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

PC29. create a professional Curriculum vitae (Résumé)

PC30. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively

PC31. apply to identified job openings using offline /online methods as per requirement

PC32. answer questions politely, with clarity and confidence, during recruitment and selection

PC33. identify apprenticeship opportunities and register for it as per guidelines and requirements

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

KU1. need for employability skills and different learning and employability related portals

KU2. various constitutional and personal values

KU3. different environmentally sustainable practices and their importance

KU4. Twenty first (21st) century skills and their importance

KU5. how to use English language for effective verbal (face to face and telephonic) and written communication in formal and informal set up

KU6. importance of career development and setting long- and short-term goals

KU7. about effective communication

KU8. POSH Act

KU9. Gender sensitivity and inclusivity

KU10. different types of financial institutes, products, and services

KU11. how to compute income and expenditure

KU12. importance of maintaining safety and security in offline and online financial transactions

KU13. different legal rights and laws

KU14. different types of digital devices and the procedure to operate them safely and securely

KU15. how to create and operate an e- mail account and use applications such as word processors, spreadsheets etc.

KU16. how to identify business opportunities

KU17. types and needs of customers

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

KU19. apprenticeship scheme and the process of registering on apprenticeship portal

Generic Skills (GS)

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

GS1. read and write different types of documents/instructions/correspondence

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



Qualification Pack

- GS3.** behave politely and appropriately with all
- GS4.** how to work in a virtual mode
- GS5.** perform calculations efficiently
- GS6.** solve problems effectively
- GS7.** pay attention to details
- GS8.** manage time efficiently
- GS9.** maintain hygiene and sanitization to avoid infection



Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Introduction to Employability Skills</i>	1	1	-	-
PC1. identify employability skills required for jobs in various industries	-	-	-	-
PC2. identify and explore learning and employability portals	-	-	-	-
<i>Constitutional values - Citizenship</i>	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	-	-	-	-
<i>Becoming a Professional in the 21st Century</i>	2	4	-	-
PC5. recognize the significance of 21st Century Skills for employment	-	-	-	-
PC6. practice the 21st Century Skills such as Self-Awareness, Behaviour Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life	-	-	-	-
<i>Basic English Skills</i>	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	-	-	-	-
<i>Career Development & Goal Setting</i>	1	2	-	-



Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC10. understand the difference between job and career	-	-	-	-
PC11. prepare a career development plan with short- and long-term goals, based on aptitude	-	-	-	-
<i>Communication Skills</i>	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	-	-	-	-
<i>Diversity & Inclusion</i>	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	-	-	-	-
<i>Financial and Legal Literacy</i>	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	-	-	-	-
<i>Essential Digital Skills</i>	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	-	-	-	-



Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Entrepreneurship</i>	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	-	-	-	-
<i>Customer Service</i>	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	-	-	-	-
<i>Getting ready for apprenticeship & Jobs</i>	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	-	-



Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	DGT/VSQ/N0102
NOS Name	Employability Skills (60 Hours)
Sector	Cross Sectoral
Sub-Sector	Professional Skills
Occupation	Employability
NSQF Level	4
Credits	2
Version	1.0
Last Reviewed Date	27/08/2024
Next Review Date	27/08/2027
NSQC Clearance Date	27/08/2024

Assessment Guidelines and Assessment Weightage

Assessment Guidelines

1. The assessment criteria given in the Qualification Pack Electrical Safety Supervisor by the SSDF.
2. Assessments can be carried out with pen-paper as well as online.
3. Assessment will be carried by certified assessor and affiliated Assessment Agency only.
4. Each NOS for its Performance Criteria (PC) has been assigned marks proportional to its importance. Proportion of marks for Theory and Practical has been marked NOS wise.
5. Questions on practical & theory will be formed in such a way as to provide outcome on maximum Performance Criteria and in proportional way within the NOS.
6. The assessment for the theory part will be based on written questions (short question, multiple choice & viva, or a combination of them) created/approved by the SSDF.
7. The assessment for the practical part will be based on practical conducted for trainees. In case of remote/on-line assessments, the practical's can be carried through proctors or practical questions formulated based on pictorially represented logical questions (based on pictures of practical & logical steps) created/approved by the SSDF.



Qualification Pack

8. The passing and grading criteria of each NOS & cumulative for QP will be as follows:-

a. 70% or more than 70% - Grade A

b. 60% or more than 60% but less than 70% - Grade B

c. 50% or more than 50% but less than 60% - Grade C

d. Less than 50% - Grade Fail

e. If an individual gets less than 50% and 35% or more in one NOS and; overall, 50% or more; individual will be considered pass with grade "C" irrespective of overall marks.

f. Individuals getting less than 50% in more than one NOS and getting overall marks 50% or more in QP will be put in grade Fail.

9. Assessment will be for complete QP and the trainees can be given additional chance to appear in re-assessment for improvements, based on decision by SSDF.

10. In case a trainee fails in one or two NOSs, re-assessments in the failing NOSs can be allowed in the next 3 months from the date of publication of results. Otherwise, the failed candidate will have to re-appear in all NOSs.

11. Minimum overall duration of assessment will be six hours.

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.)

Minimum Passing % at NOS Level: 50

(Please note: A Trainee must score the minimum percentage for each NOS separately as well as on the QP as a whole.)

Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
SSD/VSQ/N1301.Introduction to Occupational Safety, Health, and Environment (OSHE).	50	50	0	0	100	20



Qualification Pack

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
SSD/VSQ/N1302.Electrical Hazard Identification, Risk Assessment, and Hazard Control	50	50	0	0	100	15
SSD/VSQ/N1303.Electrical Machines & Power Systems	50	50	0	0	100	15
SSD/VSQ/N1304.Electrical Switchgear and Protective Devices	50	50	0	0	100	15
SSD/VSQ/N1305.Statutes & Legislative : Safety, Health & Electricity	50	50	0	0	100	15
SSD/VSQ/N1306.Plan & Organize Electrical Emergency Protocols	50	50	0	0	100	10
DGT/VSQ/N0102.Employability Skills (60 Hours)	20	30	-	-	50	10
Total	320	330	-	-	650	100



Qualification Pack

Acronyms

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



Qualification Pack

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.



Qualification Pack

Knowledge and Understanding (KU)	Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.
Organisational Context	Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
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.