

Model Curriculum

Non-Timber Forest Produce Collector

SECTOR: AGRICULTURE & ALLIED

**SUB-SECTOR: FORESTRY, ENVIRONMENT & RENEWABLE ENERGY
MANAGEMENT**

OCCUPATION: Agro Forestry Management

REF ID: AGR/Q6102

NSQF LEVEL: 3



Certificate

CURRICULUM COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by the

AGRICULTURE SKILL COUNCIL OF INDIA

for the

MODEL CURRICULUM

Complying to National Occupational Standards of

Job Role/Qualification Pack: **'Non-Timber Forest Produce Collector'** QP No. **'AGR/ Q61.02 NSQF Level 3'**

Date of Issuance: January 15th, 2018

Valid up to: March 31st, 2021

* Valid up to the next review date of the Qualification Pack



Authorised Signatory
(Agriculture Skill Council of India)

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Non-Timber Forest Produce Collector

CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of an “Non-Timber Forest Produce Collector”, in the “Agriculture & Allied” Sector/Industry and aims at building the following key competencies amongst the learner

Program Name	Non-Timber Forest Produce Collector		
Qualification Pack Name & Reference ID.	AGR/Q6102		
Version No.	1.0	Version Update Date	
Pre-requisites to Training	5th Standard pass, preferably		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ul style="list-style-type: none"> • Identify and classify different types of NTFPs/MFPs: NTFPs for Food Security/ Wood and Biomass/ Medicines and Plant Protection/ Aromatics, Dyes and oilseeds • Adopt scientific procedures for collection and processing of NTFPs/MFPs: sustainable harvesting of NTFPs/ medicinal & aromatic plants, cleaning, drying, sorting, grading etc of NTFPs/ MFPs, relevant regulations associated with NTFP harvesting and trading etc • Undertake basic entrepreneurial activities: assess demand and supply, identify different market channels, calculate B:C ratio etc • Practice health & safety at the work place: Well versed with health and safety measures in terms of personal as well as others' safety. 		

This course encompasses 4 out of 4 National Occupational Standards (NOS) of “Non-Timber Forest Produce Collector” Qualification Pack issued by “Agriculture Skill Council of India”.

Sr. No.	Module	Key Learning Outcomes	Equipment Required
1	Introduction Theory Duration (hh:mm) 05:00 Practical Duration (hh:mm) 00:00 Corresponding NOS Code: Bridge Module	<ul style="list-style-type: none"> Understand General Discipline in the class room (Do’s & Don’ts) Understand the role of an assistant Gardner Scope & importance of NTFPs for food security, wood and biomass, medicines and plant protection Get acquainted with demand and supply, value price and relevant regulations associated with NTFPs 	Laptop, white board, marker, projector
2	Collect non-timber forest produces (NTFPs) in restricted forest area using approved procedures Theory Duration (hh:mm) 15:00 Practical Duration (hh:mm) 50:00 Corresponding NOS Code: AGR/N6109	<ul style="list-style-type: none"> Identify NTFP in an unrestricted forest area Classify different NTFPs and their relevant economical parts and their uses Government policies regarding collection, storage and marketing of NTFPs Identify NTFPs collection permitted areas from responsible authority and ensure availability and sustainable harvesting practices of NTFPs Comply with standard NTFP collection procedures Comply with relevant forest biodiversity procedures while carrying out the work Collect NTFPs using approved procedures during appropriate season and time Dry, sort & grade NTFPs on the basis of their quality, marketability, shape, size, etc Store collected plant parts Transport NTFPs taking required permission from designated authorities 	Laptop, white board, marker, projector, Shovel, Tongs pair, Broom, Basket, Polythene Sheets, Sieving Device, Storage Bin, Plastic Bags, Gunny Bags, Screw Press, Filter, Solar Dryer, Electric Shell Cracker, Hammermill
3	Collect correct types of medicinal and aromatic plants (MAPs) using approved procedures Theory duration	<ul style="list-style-type: none"> Identify correct type of MAP species and their potent parts Identify site and plant species population prior to harvesting medicinal and aromatic plants Comply with standard medicinal & 	Laptop, white board, marker, projector, Shovel, sickle, secateurs, Tongs pair, Broom, Basket, Polythene Sheets, Sieving Device,

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	(hh:mm) 15:00 Practical Duration (hh:mm) 40:00 Corresponding NOS Code: AGR/N6110	aromatic plants harvesting procedures <ul style="list-style-type: none"> • Identify tools and equipment to carry out cutting, shearing, peeling, etc. of MAPs during harvesting • Apply Scientific and good collection practices recommended by responsible forest officials, JFMC, CFRMC, etc. • Identify plants species and parts • Collect MAPs using approved procedures during appropriate season and time • Dry , sort, grade & store the collected harvest as per required quality specifications • Transport medicinal and aromatic plants 	Storage Bin, Plastic Bags, Gunny Bags, Screw Press, Filter, Solar Dryer, Electric Shell Cracker, Hammermill
4	Undertake basic market related activities of minor forest produce Theory Duration (hh:mm) 15:00 Practical Duration (hh:mm) 30:00 Corresponding NOS Code: AGR/ N6111	<ul style="list-style-type: none"> • Ensure that medicinal & produces are recorded with respect to date, time & geographical origin • Get acquainted with the formal and informal marketing channels for NTFPs • Identify different buyers/industries/market • Identify & develop appropriate marketing channels • Undertake survey of the quantity, quality & price of the NTFP produces in nearest market • Track prices prevailing in the market and formulate competitive pricing mechanism • Maintain book of accounts • Calculate B:C ratio • Sell product to appropriate marketing channels such as Tribes India/ State Emporia/ local retail outlets/ wholesalers/ fairs and exhibitions, etc. • Comply with relevant regulations related to sale, marketing trading of NTFPs 	
5	Use basic health and safety practices in forestry related work Theory Duration (hh:mm) 10:00 Practical Duration	<ul style="list-style-type: none"> • Demonstrate appropriate Safety practices while accessing and working in forest area • Practice general safety and first aid • Identify and use all protective clothing and safety gears • Administer first aid whenever required • Render appropriate emergency procedures during forest fire/ snake 	Safety kit, first aid kit, gloves, goggles, Respiratory Masks, Helmet, Rubber gloves, Safety Shoes, Bandages, Adhesive Bandage, Antiseptic ointment/ liquid, Pain relief spray/ Ointment,

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	(hh:mm) 20:00 Corresponding NOS Code: AGR/ N9909	bites/ poisoning <ul style="list-style-type: none"> • Demonstrate rescue techniques applied during fire hazard and other emergencies • Report any such incident to the designated authority 	Fire Extinguisher
	Total Duration: Theory Duration (hh:mm) 60:00 Practical Duration (hh:mm) 140:00	Unique Equipment Required: Laptop, white board, marker, projector, Audio-visual aids, Shovel, sickle, secateurs, Tongs pair, Broom, Basket, Polythene Sheets, Sieving Device, Storage Bin, Plastic Bags, Gunny Bags, Screw Press, Filter, Solar Dryer, Electric Shell Cracker, Hammermill, Safety kit, first aid kit, gloves, goggles, Respiratory Masks, Helmet, Rubber gloves, Safety Shoes, Bandages, Adhesive Bandage, Antiseptic ointment/ liquid, Pain relief spray/ Ointment, Fire Extinguisher	

Grand Total Course Duration: **200 Hours, 0 Minutes**

(This syllabus/ curriculum has been approved by [Agriculture Skill Council of India](#))

Trainer Prerequisites for Job role: “Non-Timber Forest Produce Collector” mapped to Qualification Pack: “AGR/Q6102, v1.0”

Sr. No.	Area	Details
1	Description	Trainer is responsible for educating the trainees – different types of NTFP/ MFP and their relevant economical part, proper method of harvesting and processing of NTFP/MFP, relevant regulations for harvesting and trading of the NTFPs, health & safety practices to be followed, basic entrepreneurial activities.
2	Personal Attributes	The individual should be able to demonstrate skills of designing, maintaining garden, use of various tools, communication skills, observation skills, practical oriented skills and decision making for instant problem solving. Trainer should be Subject Matter Expert.
3	Minimum Educational Qualifications	10+2 (Science)
4a	Domain Certification	Certified for Job Role: “ <u>Non-Timber Forest Produce Collector</u> ” mapped to QP: “ <u>AGR/Q6102, v1.0</u> ”. Minimum accepted score is 80%.
4b	Platform Certification	Certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “MEP/Q0102”. Minimum accepted score is 80%
5	Experience	<ul style="list-style-type: none"> • B. Sc. (Agriculture / Horticulture/ Botany/ Forestry) with 6 months of relevant work experience and a total of 1 year work experience • Graduate with 3 years of relevant work experience • Diploma in Agriculture [after10+2 Science] with 3 years of relevant work experience and a total of 4 years work experience • 10+2 (Science) with 4 years of relevant work experience and a total of 5 years work experience

Annexure: Assessment Criteria

Assessment Criteria	
Job Role	Non-Timber Forest Produce Collector
Qualification Pack	AGR/Q6102, v1.0
Sector Skill Council	Agriculture Skill Council of India

Guidelines for Assessment:

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (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.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criteria.
5. To pass the Qualification Pack, every trainee should score a minimum of 50% in aggregate.
6. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack.

Assessable Outcomes	Assessment Criteria for Outcomes	Total Marks	Out of	Theory	Practical Skill
AGR/N6109 Collect non-timber forest produces (NTFPs) in unrestricted forest area using approved procedures	PC1.identify NTFPs collection permitted areas in the forest from responsible authority, relevant documents or local area map where applicable		5	2	3
	PC2.identify regulations and responsibilities related to NTFPs collection procedures from appropriate resources		5	2	3
	PC3.procure NTFPs harvesting calendar from valid sources where applicable		3	2	1
	AGR/N6109 Collect Non-Timber Forest Produces (NTFPs) in unrestricted forest area using approved procedures		5	2	3
	PC5.refer to notifications issued in local vernacular language on nationalized and non-nationalized NTFPs where applicable		3	2	1
	PC6.adhere to any relevant forest regulations related to protection of endangered species		5	2	3
	PC7.select and use appropriate personal protective equipment suitable for NTFPs collection in forest areas		4	2	2
	PC8.select appropriate tools and materials required to carry out NTFPs harvesting		3	2	1
	PC9.follow appropriate safety practices while accessing and working in forest area				
		120	2	1	1

PC10.apply established traditional knowledge, practices, cultural and spiritual values wherever required	4	2	2
PC11.ensure that the correct type of plant and its parts are identified as per guidelines issued by forest authority and relevant regulatory bodies	5	3	2
PC12.refer to the plant morphology, characteristics and habitat to establish their uses	6	3	3
PC13.check that produce is verified and recorded as per guidelines issued by forest authority and relevant regulatory bodies	5	3	2
PC14.isolate and handle poisonous plants using recommended safety procedures	3	2	1
PC15.use relevant scientific and good NTFP collection practices notified by state forest department and other related concerned agencies (e.g. collect NTFPs using sustainable harvesting practices; select correct harvesting time of the day, season of the year;choose appropriate cutting tools; identify correct harvesting parts of the plants and follow appropriate collection practice such as nonuprooting of plants, etc.)	6	3	3
PC16.comply with relevant forest biodiversity procedures while carrying out the work	5	3	2

PC17.adhere to any relevant community trade policy on NTFPs collection wherever necessary	5	3	2
PC18.ensure that any regenerative plant propagules are undamaged during harvesting	6	3	3
PC19.check that good agricultural practices are applied to move NTFPs from forest area to storage location, e.g. bundling, stacking, etc.	3	2	1
PC20.clean the products using correct cleaning medium and procedures	4	2	2
PC21.sort and grade products on the basis of their quality, marketability, shape, size, etc.	3	1	2
PC22. dehydrate water content from the products using appropriate method	6	3	3
PC23.confirm that storage location is well ventilated, dry, cool and moisture	5	2	3
PC24.select correct arrangements for storing in accordance with the nature of the plant materials	6	3	3
PC25.safely handle products during loading and unloading	3	1	2
PC26.procure written permission from authorized agency to transport products if required	3	1	2
PC27.follow appropriate transportation mode & related regulatory polices while moving products from one place to another	5	2	3
PC28.ensure that products are not damaged during transportation	2	1	1

		Total	120	60	60
AGR/N6110 Collect correct types of medicinal and aromatic plants (MAPs) using approved procedures	PC1.identify NTFPs collection permitted areas from responsible authority, relevant documents or local area map where applicable	140	6	3	3
	PC2.identify regulations and responsibilities related to collection of medicinal and aromatic plants from appropriate resources		7	4	3
	PC3.procure NTFP harvesting calendar for medicinal and aromatic plants from valid sources where applicable		5	2	3
	PC4.collect information related to demand & supply, value price and relevant regulations related to MAPs from responsible authority		5	3	2
	PC5.refer to notifications issued in local vernacular language on nationalized and non-nationalized NTFPs where applicable		4	2	2
	PC6.adhere to any relevant forest regulations related to protection of endangered species		5	3	2
	PC7.select and use appropriate personal protective equipment suitable to collect MAPs		5	2	3
	PC8.select appropriate tools and equipment to carry out cutting, shearing, peeling, etc. of MAPs during harvesting		5	2	3
	PC9.follow appropriate safety practices while accessing and working in forest area		4	2	2

PC10.apply established traditional knowledge, practices, cultural and spiritual values where necessary		6	3	3
PC11.identify correct type of MAP species and their potent parts		7	4	3
PC12.verify that the characteristics of the MAPs, potent parts and their habitats are correctly identified prior to collecting		5	3	2
PC13.document the genus of plant, geographical origin, date and time correctly wherever possible		4	2	2
PC14.identify appropriate site and plant species population prior to harvesting medicinal and aromatic plants		4	2	2
PC15.apply relevant scientific and good collection practices recommended by responsible forest officials, JFMC, CFRMC, etc.		9	4	5
PC16.check that the collected MAPs from wild resource are free of diseases, pests or insects		4	2	2
PC17.comply with relevant regulations pertaining to forest biodiversity conservation		4	2	2
PC18.use approved cleaning methods related to medicinal and aromatic plants collection		4	2	2
PC19.dehydrate water content from plant matters using approved methods		4	2	2
PC20.ensure that bark and whole parts are cut into small pieces to facilitate complete drying		4	2	2

	PC21.confirm that gums/resins are stored in appropriate containers or drums immediately after collection		5	2	3
	PC22.check that the dried items are shuffled routinely to allow air to pass through		4	2	2
	PC23.confirm that the dried plant parts are neither brittle nor soggy		3	1	2
	PC24.grade and sort collected harvests as per required quality specifications		3	2	1
	PC25.take correct measures to prevent contamination of collected MAPs with foreign particles during harvesting, processing, drying, storing or transporting		4	2	2
	PC26.isolate toxic weeds carefully as per relevant segregation procedures		4	2	2
	PC27.verify that storage area is clean, well-ventilated and dry to control the growth of moulds, insects attacks, etc.		4	2	2
	PC28.follow approved procedures while handling transportation of harvested MAPs from one place to another		4	2	2
	PC29.comply appropriate procedures to procure written permission from authorized agency for transport of harvested MAPs		4	2	2
	PC30.adhere to approved procedures to minimize damage to MAPs during transportation MAPs		4	2	2
	Total		140	70	70

AGR/N6111 Undertake basic market related activities of minor forest produce	PC1.ensure that medicinal & produces are recorded with respect to date, time & geographical origin		8	4	4
	PC2.record market intelligence like rates of items in nearest market quantity and quality of product items accurately		5	2	3
	PC3.seek information related to minimum support price (MSP) established for NTFP items by authorized bodies/agencies		8	4	4
	PC4.comply with approved procedures laid down in relevant state legislation and notifications issued by authorized agencies/bodies with respect to fair price during marketing				
	of NTFP items at the state level		10	5	5
	PC5.confirm that the marketing price of item includes transportation, storage, grading and primary processing costs, etc.		6	3	3
	PC6.sell products to appropriate marketing channels such as Tribes India/ State Emporia/ local retail outlets/ wholesalers/ fairs & exhibitions, etc.		5	3	2
	PC7.check that documentary proof of NTFP trading license is submitted where applicable		4	2	2
	PC8.collect information on current government schemes/assistance offered in NTFPs collection from authorized agencies / local supervisory authority of TRIFED		7	3	4
PC9. comply with relevant regulations related to sale & marketing trading of NTFPs	60	7	4	3	

		Total	60	30	30
AGR/N9909 Use basic health and safety practices in forestry work	PC1.use protective clothing/equipment for specific tasks and work conditions		4	2	2
	PC2.state the name and location of people responsible for health and safety in the proximity of workplace		3	2	1
	PC3.state the names and location of documents that refer to health and safety in the workplace		3	2	1
	PC4. carry out safe working practices while dealing with hazards to ensure the safety of self and others		6	3	3
	PC5. state methods of accident prevention in the work environment of the job role		4	2	2
	PC6. state location of general health and safety kits in the proximity of workplace	80	4	2	2
	PC7. identify common hazard signs displayed in various areas		4	2	2
	PC8. demonstrate rescue techniques applied during fire hazard		5	2	3
	PC9. report any incident of fire in the forest area to responsible forest authority		5	3	2
	PC10.demonstrate how to free a person from electrocution		5	2	3
	PC11.administer appropriate first aid to victims where required e.g. in case of bleeding, burns, choking, electric shock, poisoning, etc.		5	2	3
	PC12.demonstrate basic techniques of bandaging		5	2	3

	PC13. respond promptly and appropriately to an accident situation or medical emergency in real or simulated environments		3	2	1
	PC14. perform and organize loss minimization or rescue activity during an accident in real or simulated environments		4	2	2
	PC15. administer first aid to victims in case of a heart attack or cardiac arrest due to electric shock, before the arrival of emergency services in real or simulated cases		4	2	2
	PC16. demonstrate the artificial respiration and the CPR Process		4	2	2
	PC17. participate in emergency procedures		5	2	3
	PC18. complete a written accident/incident report or dictate a report to another person, and send report to person responsible		3	2	1
	PC19. demonstrate correct method to move injured people and others during an emergency		4	2	2
	Total		80	40	40
	GRAND TOTAL		400	200	200