

Qualification Code
QG-06-AG-00323-2023-V1.1-ASCI

CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE

Name and address of submitting body:

Agriculture Skill Council of India (ASCI)
6th floor, GNG Building, Plot No – 10, Sector-44,
Gurugram, Haryana – 122004

Name and contact details of individual dealing with the submission

Name: Ms Priyanka Prakash

Position in the organization: Senior Manager – Standards & QA

Address, if different from above

Tel number(s): 0124 – 4670029/ 4814673/ 4814659

E-mail address: priyanka@asci-india.com

List of documents submitted in support of the Qualifications File

1. Qualifications Pack – Annexure 1
2. Model Curriculum – Annexure 2
3. Affiliation Protocol- Annexure 3
4. Industry Validations- Annexure 4

Model Curriculum to be added which will include the following:

- Indicative list of tools/equipment to conduct the training
- Trainers qualification
- Lesson Plan
- Distribution of training duration into theory/practical/OJT component

SUMMARY

1	Qualification Title	Farm Workshop Service Manager
2	Qualification Code, if any	AGR/Q1110, v3.0
3	NCO code and occupation	NCO-2015/ NIL
4	Nature and purpose of the qualification (Please specify whether qualification is short term or long term)	<p>Nature of the qualification</p> <ul style="list-style-type: none"> - a Qualification Pack (QP) <p>The main purpose of the qualification</p> <ul style="list-style-type: none"> - to train the incumbent for managing the overall operations of a farm workshop and overseeing the procurement and maintenance of farm machineries
5	Body/bodies which will award the qualification	Agriculture Skill Council of India (ASCI)
6	Body which will accredit providers to offer courses leading to the qualification	Agriculture Skill Council of India (ASCI)
7	Whether accreditation/affiliation norms are already in place or not , if applicable (if yes, attach a copy)	Yes (Annexure 3)
8	Occupation(s) to which the qualification gives access	Farm Machinery, Equipment Operation and Maintenance
9	Job description of the occupation	A Farm Workshop Service Manager is responsible for managing the overall operations of a farm workshop. This includes overseeing the procurement and maintenance of farm machineries, customer relationship management, and compliance with regulatory, health and safety requirements.
10	Licensing requirements	NA
11	Statutory and Regulatory requirement of the relevant sector (documentary evidence to be provided)	NA
12	Level of the qualification in the NSQF	Level 6
13	Anticipated volume of training/learning required to complete the qualification	570 hours (Theory: 90, Practical: 210, ES: 90, On the job training: 180)

14	Indicative list of training tools required to deliver this qualification	Attached herewith
15	Entry requirements and/or recommendations and minimum age	<p>Minimum Educational Qualification:</p> <p>Pursuing first year of 2-year PG program after completing 3 year UG degree</p> <p>OR</p> <p>Pursuing PG diploma after 3 year UG degree</p> <p>OR</p> <p>Completed 4 year UG (in case of 4-year UG with honours/ honours with research)</p> <p>OR</p> <p>Pursuing Completed 4 year UG (in case of 4-year UG with honours/ honours with research)</p> <p>OR</p> <p>12th Grade Pass with 2 years of Vocational Education & Training with 2-year relevant experience</p> <p>OR</p> <p>12th grade pass with 4-year relevant experience</p> <p>OR</p> <p>Previous relevant Qualification of NSQF Level 5.5 with 1.5-year relevant experience</p> <p>OR</p> <p>Previous relevant Qualification of NSQF Level 5 with 3-year relevant experience</p> <p>Min. Age: 21 Years</p>
16	Progression from the qualification (Please show Professional and academic progression)	Farm Manager (L7)
17	Arrangements for the Recognition of Prior learning (RPL)	<p>RPL assessment will be as per normal ASCI assessment process.</p> <p>(ASCI recognizes that there may be candidates who have prior learning experience in the Agriculture Sector and are desirous of being certified. Such candidates can apply to ASCI for testing and certification of their skills. Training Partners will be</p>

NSQF QUALIFICATION FILE

 Approved in 13th NSQC Meeting – NCVET – 25th November 2021

Approved on file dated 07.02.2023

		responsible for identifying and counselling candidates for RPL through mobilization camps and advertisements. The details of the RPL process have been defined by ASCI under the document- Guidelines for Recognition of Prior Learning under PMKVY).			
18	International comparability where known (research evidence to be provided)	Not done as yet			
19	Date of planned review of the qualification.	25/11/2024			
20	Formal structure of the qualification				
	Mandatory components				
	Title of component and identification code/NOSs/Learning outcomes	Estimated size (learning hours)			Level
		Theory	Practical	OJT	
(i)	Introduction (Bridge Module)	5	0		
(ii)	AGR/N1134: Estimate the service demand and plan the workshop operations	20	65	60	6
(iii)	AGR/N1135: Initiate the operations and manage the workshop	25	65	60	
(iii)	AGR/N1136: Manage the record maintenance, review and audit process	20	70	60	
(iv)	AGR/N9923: Manage and lead a team effectively	20	10		
(v)	DGT/VSQ/N0103: Employability Skills (90 Hours) v1.0	90			
	Total	180	210	180	
	OJT: 180 hours				

SECTION 1

ASSESSMENT

21	<p>Body/Bodies which will carry out assessment:</p> <p>ASCI affiliated assessment bodies.</p> <ol style="list-style-type: none"> 1. SHL India (Pvt.) Ltd 2. Trendsetters Skill Assessors Pvt Ltd 3. Mercer-Mettl 4. SP Institute of Workforce Development(SPIWD) 5. MSAG SI LLP <p>More Assessment Agencies are being empanelled to cover wider geographical area</p>
22	<p>How will RPL assessment be managed and who will carry it out?</p> <p>RPL will be based on the same approved Qualification Pack and Assessment Criteria mentioned in the Qualification Pack and will be carried out as per normal ASCI assessment process. The Training Partner or any other authority as prescribed by the Steering Committee will identify and counsel candidates eligible for RPL through mobilization camps and advertisements. The mobilized candidates can be counselled, oriented about the standardized NSQF framework and basis their existing competency will be mapped against the suitable level of the concerned Job role for assessments. The candidates enrolled will be assessed by the Assessment Agency affiliated with the Sector Skill Council on the basis of assessment criteria decided by Sector Skill Council (SSC). The candidate will need to pass in the minimum assessment criteria of a particular QP decided by the SSC. Successfully assessed candidates with a valid Aadhaar or alternate ID (as per process) will be eligible for QP-NOS based Certification.</p>
23	<p>Describe the overall assessment strategy and specific arrangements which have been put in place to ensure that assessment is always valid, reliable and fair and show that these are in line with the requirements of the NSQF.</p> <p>A robust technology enabled assessment methodology has been designed keeping in mind the geographical/Physical constraints and target segment which assess a trainee's knowledge and skill set through three methods:</p> <ol style="list-style-type: none"> a. An offline Tablet based test through the use of Multiple Choice Text and Picture based questions in vernacular languages b. Actual demonstration on the field c. Viva

	<p>ASCI's assessment strategy:</p> <ul style="list-style-type: none"> • Question sets are developed as per the weightage of each NOS of the Qualification Pack. • Assessment criteria for each Qualification Pack developed, in which each Performance criteria (PC) assigned marks based on NOS • Question Bank is developed to assess the theoretical and practical knowledge. To ensure the quality, each trainees get different set of question • Empanelment of subject matter expert as assessor primarily from the Industry to assess trainee specifically on practical skills as per Industry demands <p>Assessments are preferably conducted on tablets or pen or papers in regional languages according to the requirement.</p>
--	--

Please attach most relevant and recent documents giving further information about assessment and/or RPL.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

ASSESSMENT EVIDENCE

Complete a grid for each component as listed in “Formal structure of the qualification” in the Summary.

NOTE: this grid can be replaced by any part of the qualification documentation which shows the same information – i.e. Learning Outcomes to be assessed, assessment criteria and the means of assessment.

24. Assessment evidences

Title of Component:

Outcomes to be assessed/NOSs to be assessed	Assessment criteria for the outcome
Means of assessment 1	
Pass/Fail	

Job Role: Farm Workshop Service Manager**Qualification Pack:** AGR/Q1110, v3.0**Sector Skill Council:** Agriculture Skill Council of India**Assessment Guidelines:**

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. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criterion.
6. To pass the Qualification Pack, every trainee should score a minimum of 70% of aggregate marks to successfully clear the assessment.
7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

AGR/N1134: Estimate the service demand and plan the workshop operations

PC	Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
	<i>Plan the workshop operations</i>	10	15		10
PC1.	identify the demand of repair and maintenance services in the target area	-	-	-	-
PC2.	prepare cost estimates for workshop operations considering fixed and variable costs	-	-	-	-
PC3.	estimate the number of required technicians/mechanics/ workers	-	-	-	-
PC4.	recruit technicians/ mechanics/ workers in the required numbers	-	-	-	-
PC5.	prepare a work plan for workshop employees as per their skills and specialisation	-	-	-	-
PC6.	brief the workshop employees on organisational goals and strategy	-	-	-	-

NSQF QUALIFICATION FILE

 Approved in 13th NSQC Meeting – NCVET – 25th November 2021

Approved on file dated 07.02.2023

PC7.	establish appropriate systems to monitor and evaluate work performance of all workshop employees	-	-	-	-
PC8.	arrange the relevant support that workshop employees need to discharge their duties	-	-	-	-
	<i>Procure machineries, tools and equipment</i>	10	15		10
PC9.	identify the relevant machineries, tools and equipment along with their demand	-	-	-	-
PC10.	estimate the demand of any special tools and relevant spare parts	-	-	-	-
PC11.	conduct a comparative assessment with respect to the technical specification, costs and any other relevant details	-	-	-	-
PC12.	select the method of procurement such as quotation, tender, spot purchase	-	-	-	-
PC13.	order machineries, tools and equipment as per the requirement	-	-	-	-
PC14.	arrange the necessary Personal Protective Equipment (PPE)	-	-	-	-
PC15.	maintain record of all the purchases in the workshop registers and relevant computer system	-	-	-	-
	<i>Manage machineries' installation, maintenance and personnel training</i>	5	5		5
PC16.	oversee the installation of various machineries, tools and equipment at the workshop	-	-	-	-
PC17.	prepare a maintenance schedule for workshop machineries, tools and equipment as per the manufacturer's recommendations	-	-	-	-
PC18.	arrange for the training of relevant workshop personnel in the use and general maintenance of machineries, tools and equipment	-	-	-	-
	<i>Develop the environment protection and safety policies and SOPs</i>	5	5		5
PC19.	identify the importance of environment protection and safety in workshop operations	-	-	-	-
PC20.	co-ordinate with the quality team to prepare policies and Standard Operating Procedures (SOPs) on environment protection and safety requirements	-	-	-	-
PC21.	communicate the environment protection and safety policies to the workshop employees	-	-	-	-
PC22.	arrange for easy access to the policies and SOP documents for all employees	-	-	-	-
PC23.	select the relevant systems to monitor and record the implementation of the environmental protection and safety policies	-	-	-	-
NOS Total		30	40		30
AGR/N1135: Initiate the operations and manage the workshop					
	<i>Implement the environmental protection and safety policies and SOPs</i>	15	20		15

PC1.	use the relevant systems to deal with environmental and safety hazards	-	-	-	-
PC2.	conduct regular inspections to ensure implementation of environmental and safety policies and SOPs in the workshop operations	-	-	-	-
PC3.	audits the workshop records to ensure compliance with the regulatory requirements on environmental protection and safety	-	-	-	-
PC4.	initiate appropriate action as per the organisational policy to deal with non-compliance	-	-	-	-
PC5.	use an appropriate system to monitor the collection, treatment, recycling/ disposal of waste as per the industry and regulatory requirements	-	-	-	-
PC6.	initiate appropriate action as per the organization's environment protection and safety policy to deal with any environmental/safety incidents	-	-	-	-
PC7.	conduct risk assessment to identify relevant improvements in the organisation's environment protection and safety policy	-	-	-	-
PC8.	evaluate the effectiveness of the environment management and safety systems	-	-	-	-
PC9.	ensure the availability of health and hygiene products such as soap/ sanitizer for the use of workshop employees and clients	-	-	-	-
PC10.	examine the PPE at the workshop to identify repair or replacement needs and arrange it in a timely manner	-	-	-	-
PC11.	instruct the relevant personnel to carry out regular sanitisation of the workshop and the workshop machineries, tools and equipment	-	-	-	-
PC12.	identify health and safety hazards by conducting regular inspections	-	-	-	-
PC13.	arrange for segregation, recycling and disposal of waste as per the relevant regulations	-	-	-	-
PC14.	implement appropriate health and safety measures for the workshop clients	-	-	-	-
PC15.	ensure that first-aid kits are up to date and equipped with all the necessary items	-	-	-	-
PC16.	arrange for workshop emergencies/ accidents to be dealt with immediately and in compliance with the regulatory requirements	-	-	-	-
PC17.	report any workshop emergencies or accidents to the relevant regulatory authority in compliance with the applicable regulations	-	-	-	-
<i>Manage the workshop operations</i>		5	5		5
PC18.	allocate work to employees as per the work plan	-	-	-	-
PC19.	discuss operational challenges with the employees to identify any additional support or resources they need to	-	-	-	-

	perform their duties				
PC20.	arrange the identified support and resources	-	-	-	-
PC21.	identify any improvements in the work processes	-	-	-	-
PC22.	identify the up-skilling and training needs for the workshop employees	-	-	-	-
PC23.	resolve any conflicts among the workshop employees	-	-	-	-
<i>Maintain the workshop machineries, tools and Equipment</i>		5	10		5
PC24.	identify repair and replacement needs of the workshop machineries/ tools/ equipment through periodic inspections	-	-	-	-
PC25.	arrange for repair or replacement of machineries, tools and equipment through coordination with the manufacturer, adhering to the recommended maintenance schedule	-	-	-	-
PC26.	ensure the record of all repair and maintenance activities is maintained as per the organisational policy	-	-	-	-
PC27.	ensure that regular repair and maintenance are conducted as per the recommended maintenance schedule	-	-	-	-
<i>Carry out and ensure resource optimisation</i>		5	5		5
PC28.	use water, electricity and relevant materials optimally in various tasks and processes and instruct the workshop personnel to do the same	-	-	-	-
PC29.	connect electrical tools and equipment safely and turn them off when not in use, ensuring the workshop personnel also follow this	-	-	-	-
NOS Total		30	40		30
AGR/N1136: Manage the record maintenance, review and audit process					
<i>Oversee the maintenance of records and review Them</i>		12	15		10
PC1.	arrange an appropriate computer software for effective management of organisational documents and records	-	-	-	-
PC2.	arrange for training of the relevant personnel on the use of the computer software	-	-	-	-
PC3.	ensure data with respect to all the workshop assets, expenditure and operations is maintained	-	-	-	-
PC4.	evaluate all the relevant records and documents to ensure they are complete, accurate and up-to-date	-	-	-	-
PC5.	evaluate the business performance through the analysis of relevant records	-	-	-	-
PC6.	prepare an action plan based on the review	-	-	-	-
PC7.	implement the action plan as per the organisational policy	-	-	-	-

PC8.	schedule periodic review of documents to ensure compliance with the necessary regulations	-	-	-	-
<i>Arrange for safe storage of records</i>		10	15		10
PC9.	identify ways to safely store all the organisational documents and records	-	-	-	-
PC10.	arrange the necessary infrastructure for the storage of documents	-	-	-	-
PC11.	instruct the relevant personnel to create backup of all the documents and records to prevent accidental loss	-	-	-	-
PC12.	ensure that only authorised personnel have access to the organisational documents and records	-	-	-	-
<i>Arrange for audit of records</i>		8	10		10
PC13.	arrange for the audit of organisational records to comply with the regulatory requirements	-	-	-	-
PC14.	co-ordinate with the auditor for audit of all the relevant records	-	-	-	-
PC15.	implement the corrective actions recommended by the auditor	-	-	-	-
NOS Total		30	40		30
AGR/N9923: Manage and lead a team effectively					
<i>Manage the team performance</i>		12	18		12
PC1.	prepare a work plan according to the tasks and the number of available team members	-	-	-	-
PC2.	allocate tasks to the team members according to their skills and roles	-	-	-	-
PC3.	arrange the necessary support and resources to help the team members perform their duties	-	-	-	-
PC4.	conduct regular team meetings/ briefings to communicate with the team members regarding their work objectives, projects, work progress, etc.	-	-	-	-
PC5.	monitor the performance of each team member and progress of the tasks assigned to them	-	-	-	-
PC6.	collect the team performance data and prepare the necessary report	-	-	-	-
PC7.	evaluate the reports to identify the scope of improvement	-	-	-	-
PC8.	assist the team members with below standard performance in improving their performance	-	-	-	-
PC9.	arrange for reward and recognition for the team members with good performance	-	-	-	-
PC10.	arrange for relevant training and upskilling of the team members for their professional development	-	-	-	-
<i>Maintain a fair and professional work environment</i>		10	16		8
PC11.	maintain professional relationships with the team members	-	-	-	-

NSQF QUALIFICATION FILEApproved in 13th NSQC Meeting – NCVET – 25th November 2021

Approved on file dated 07.02.2023

PC12.	conduct counselling sessions to resolve conflicts among the team members and guide them regarding their professional development	-	-	-	-
PC13.	communicate with the team members to understand their concerns and find appropriate solutions	-	-	-	-
PC14.	ensure equal and fair career progression opportunities for all the team members	-	-	-	-
	<i>Promote inclusion at work</i>	8	6		10
PC15.	ensure a conducive environment for all the genders at the workplace	-	-	-	-
PC16.	promote appropriate behaviour and conduct with people across genders	-	-	-	-
PC17.	ensure appropriate verbal and non-verbal communication while interacting with Persons with Disabilities (PwD)	-	-	-	-
PC18.	ensure equal participation of PwD and people across genders in workplace discussions	-	-	-	-
NOS Total		30	40		30
DGT/VSQ/N0103: Employability Skills (90 Hours)					
	<i>Introduction to Employability Skills</i>	1	1	-	-
PC1.	understand the significance of employability skills in meeting the current job market requirement and future of work	-	-	-	-
PC2.	identify and explore learning and employability relevant portals	-	-	-	-
PC3.	research about the different industries, job market trends, latest skills required and the available opportunities	-	-	-	-
	<i>Constitutional values – Citizenship</i>	1	1	-	-
PC4.	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.	-	-	-	-
PC5.	follow environmentally sustainable practices	-	-	-	-
	<i>Becoming a Professional in the 21st Century</i>	1	3	-	-
PC6.	recognize the significance of 21st Century Skills for employment	-	-	-	-
PC7.	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	-	-	-	-
PC8.	adopt a continuous learning mindset for personal and professional development	-	-	-	-
	<i>Basic English Skills</i>	3	4	-	-

NSQF QUALIFICATION FILEApproved in 13th NSQC Meeting – NCVET – 25th November 2021

Approved on file dated 07.02.2023

PC9. use basic English for everyday conversation in different contexts, in person and over the telephone	-	-	-	-
PC10. read and understand routine information, notes, instructions, mails, letters etc. written in English	-	-	-	-
PC11. write short messages, notes, letters, e-mails etc. in English	-	-	-	-
<i>Career Development & Goal Setting</i>	1	2	-	-
PC12. identify career goals based on the skills, interests, knowledge, and personal attributes	-	-	-	-
PC13. prepare a career development plan with short- and long-term goals	-	-	-	-
<i>Communication Skills</i>	2	2	-	-
PC14. follow verbal and non-verbal communication etiquette while communicating in professional and public settings	-	-	-	-
PC15. use active listening techniques for effective communication	-	-	-	-
PC16. communicate in writing using appropriate style and format based on formal or informal requirements	-	-	-	-
PC17. work collaboratively with others in a team	-	-	-	-
<i>Diversity & Inclusion</i>	1	1	-	-
PC18. communicate and behave appropriately with all genders and PwD	-	-	-	-
PC19. escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-
<i>Financial and Legal Literacy</i>	2	3	-	-
PC20. identify and select reliable institutions for various financial products and services such as bank account, debit and credit cards, loans, insurance etc.	-	-	-	-
PC21. carry out offline and online financial transactions, safely and securely, using various methods and check the entries in the passbook	-	-	-	-
PC22. identify common components of salary and compute income, expenses, taxes, investments etc	-	-	-	-
PC23. identify relevant rights and laws and use legal aids to fight against legal exploitation	-	-	-	-
<i>Essential Digital Skills</i>	3	5	-	-
PC24. operate digital devices and use their features and applications securely and safely	-	-	-	-
PC25. carry out basic internet operations by connecting to the internet safely and securely, using the mobile data or other available networks through Bluetooth, Wi-Fi, etc.	-	-	-	-
PC26. display responsible online behaviour while using various				

NSQC Approved

NSQC QUALIFICATION FILEApproved in 13th NSQC Meeting – NCVET – 25th November 2021

Approved on file dated 07.02.2023

social media platforms	-	-	-	-
PC27. create a personal email account, send and process received messages as per requirement	-	-	-	-
PC28. carry out basic procedures in documents, spreadsheets and presentations using respective and appropriate applications	-	-	-	-
PC29. utilize virtual collaboration tools to work effectively	-	-	-	-
<i>Entrepreneurship</i>	2	3	-	-
PC30. identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	-	-	-	-
PC31. develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	-	-	-	-
PC32. identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity	-	-	-	-
<i>Customer Service</i>	1	2	-	-
PC33. identify different types of customers and ways to communicate with them	-	-	-	-
PC34. identify and respond to customer requests and needs in a professional manner	-	-	-	-
PC35. use appropriate tools to collect customer feedback	-	-	-	-
PC36. follow appropriate hygiene and grooming standards	-	-	-	-
<i>Getting ready for apprenticeship & Jobs</i>	2	3	-	-
PC37. create a professional Curriculum vitae (Résumé)	-	-	-	-
PC38. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	-	-	-	-
PC39. apply to identified job openings using offline /online methods as per requirement	-	-	-	-
PC40. answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
PC41. identify apprenticeship opportunities and register for it as per guidelines and requirements.	-	-	-	-
NOS Total	20	30	-	-

SECTION 2**EVIDENCE OF LEVEL****OPTION B**

Title/ Name of qualification/ component: Farm Workshop Service Manager			Level: 6
NSQF Domain	NSQF Domain	NSQF Domain	NSQF Domain
Process	<ul style="list-style-type: none"> Plan the workshop operations Procure machineries, tools and equipment Manage machineries' installation, personnel training and scheduling. 	A Farm Workshop Service Manager is responsible for managing the overall operations of a farm workshop. This includes overseeing the procurement and maintenance of farm machineries, customer relationship management, and compliance with regulatory, health and safety requirements.	6
Professional knowledge	<ul style="list-style-type: none"> Arrange for audit of records Maintain a fair and professional work environment Promote inclusion at work Manage the team performance 	<p>The job holder should have the knowledge to identify the demand of repair and maintenance services, prepare a work plan for workshop employees, establish appropriate systems to monitor and evaluate work performance, arrangement of the relevant support.</p> <p>The job holder should also arrange for the audit of organisational records, implement the corrective actions recommended by the auditor, communicate with the team members, importance of conducting regular team meetings, importance of arranging training and upskilling.</p>	6
Professional	<ul style="list-style-type: none"> Carry out and ensure resource 	The job holder should be able to identify repair	6

NSQF QUALIFICATION FILE**Approved in 13th NSQC Meeting – NCVET – 25th November 2021****Approved on file dated 07.02.2023**

skill	<p>optimisation</p> <ul style="list-style-type: none">• Maintain the workshop machineries, tools and equipment• Arrange for the safe storage of records	<p>and replacement needs of the workshop machineries through periodic inspections, ensure repair and maintenance are conducted as per the recommended maintenance schedule, ensure the record of all repair and maintenance, identify and ensure water, electricity and relevant materials optimally used in various tasks, arrange the necessary infrastructure for the storage of documents, identify ways to safely store all the organisational documents, safe connection of electrical tools and equipment.</p>	
Core Skills	<ul style="list-style-type: none">• Develop the environment protection and safety policies and SOPs• Implement the environmental protection and safety policies and SOPs• Oversee the maintenance of records and review them• Manage the workshop operations	<p>The job holder should be able to conduct regular inspections to ensure implementation of environmental and safety policies and SOPs, initiate appropriate action as per the organisational policy, examine the PPE at the workshop, arrange for segregation, recycling and disposal of waste, arrange, for workshop emergencies/ accidents to be dealt with immediately, risk assessment to identify the relevant improvements required, evaluate the business performance, schedule periodic review of documents, implement the action plan as per organisation policy, identify any improvements required, identify the upskilling and training needs, operational challenges with the employees to identify resource need, importance of environment protection and safety, selection of the relevant systems to monitor and record the implementation of the environmental protection</p>	6

NSQF QUALIFICATION FILE

Approved in 13th NSQC Meeting – NCVET – 25th November 2021

Approved on file dated 07.02.2023

Responsibility	<ul style="list-style-type: none">• Managing operations of a farm workshop• Procurement and maintenance of farm machineries• Customer relationshipmanagement	A Farm Workshop Service Manager is responsible for managing the overall operations of a farm workshop.This includes overseeing the procurement and maintenance of farm machineries, customer relationshipmanagement, and compliance with regulatory, health and safety requirements.	6
----------------	--	--	---

SECTION 3
EVIDENCE OF NEED

26	What evidence is there that the qualification is needed? What is the estimated uptake of this qualification and what is the basis of this estimate?
Basis	
Need of the qualification	<p>While collecting data from the companies for the occupational map, we also took feedback from industry, training institutions which was collected with respect to roles for which qualification packs development, was to be prioritized. This was largely based on volume of people required, quantitative and qualitative shortfall which the industry feels they face. Governing council of ASCI and Occupational Standards Committee which comprises of experts & senior leaders gave final approval and endorsement for the same. According to industry interactions held, agricultural machinery market in India is estimated to grow at a CAGR of over 12 percent during the period 2018-23.</p> <p>The agriculture and allied sector continue to be significant for the inclusive and sustainable growth of the Indian economy, Farm mechanisation in India is in the initial stages, with the mechanisation level ranging from 40–45%, which is very low mechanisation of Indian agriculture, in the light of its commitment to transform the agriculture sector and double farmers' income by 2022–23.</p>
Industry Relevance	<p>Validations have been received from VST Tillers, Director of Agriculture Engg, CNH Industrial, Agricultural Machinery Manufacturers' Association, Central Farm Machinery Training & Testing institute, Farm Implementations Pvt. Ltd, Varsha Agri Business Centre, Varsha Associate, Gobind Industries, Tafe, Farm Implementations, Tracton Automotives Sales and Repairs Pvt. Ltd, Sonali Krishi Vikas Kendra, JNKVV Krishi Vigyan Kendra, North Eastern Region Farm Machinery Training & Testing Institute, Krishi Vigyan Kendra Betul, Directorate of Agriculture Engineerin Bhopal, Kalyani Gorakshan Trust, KVK Jahangir, KVK Jalandhar, College of Agriculture Engg & Technology Punjab Agriculture University, Univeristy of agriculture Sciences, Kerala Agricultural University, College of agriculture engg & technology, OUAT, Agriculture Engg College & Research institute Tamil Nadu Agricultural University.</p>
Usage of the qualification	<p>An NSQF aligned training to the persons involved in grooming of– Farm Workshop Service Manager shall provide opportunities to the incumbents for horizontal and vertical career progression. Competency-based training shall imbibe professionalism in the job-role. Being an important and ever-expanding job, the job-role of Farm Workshop Service Manager may well be included in the</p>

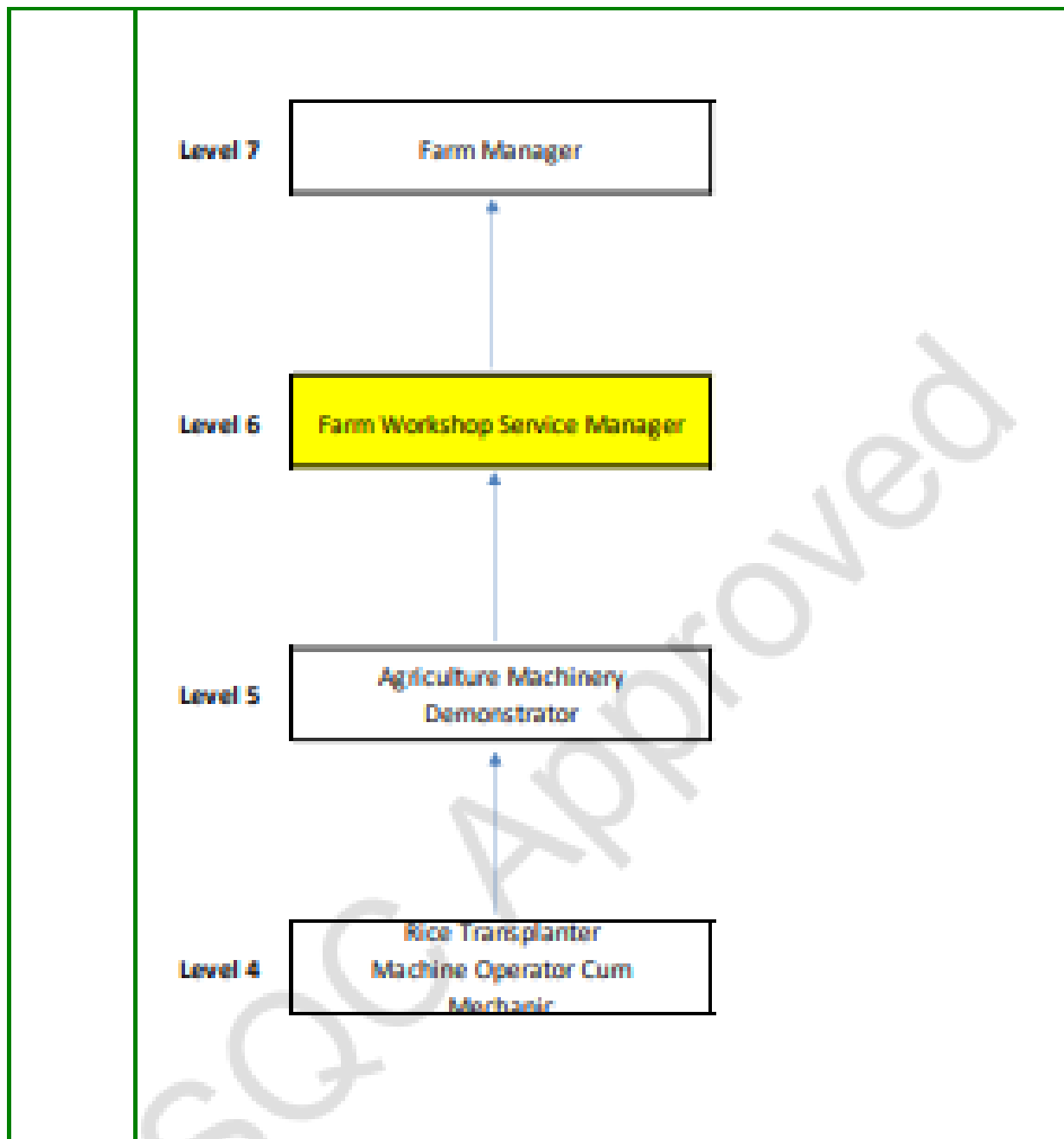
	vocational education stream of school education.			
Estimated uptake	QP/Job Role Name	"States where Demand exist	"District where Demand exist	Projections for the next 3 years
	Farm Workshop Service Manager	MADHYA PRADESH, ANDHRA PRADESH, PUNJAB, HARYANA, UTTAR PRADESH, MAHARASHTRA AND ASSAM	Various district of mentioned States	1000
27	Recommendation from the concerned Line Ministry of the Government/Regulatory Body. To be supported by documentary evidences Have received concurrence from the M&T Division, MoA & FW			
28	What steps were taken to ensure that the qualification(s) does (do) not duplicate already existing or planned qualifications in the NSQF? Give justification for presenting a duplicate qualification This is the revised version of the already NSQC approved QP. The revision has been undertaken as the QP is going to expire soon.			
29	What arrangements are in place to monitor and review the qualification(s)? What data will be used and at what point will the qualification(s) be revised or updated? Specify the review process here Any institution or individual is welcome to send the feedback, which is recorded and considered during next review cycle. Communication will be sent for any feedback to all the main stakeholders/users one month prior to the review of the qualifications pack. A formal review is scheduled in three years.			

Please attach most relevant and recent documents giving further information about any of the topics above.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

SECTION 4
EVIDENCE OF PROGRESSION

30	<p>What steps have been taken in the design of this or other qualifications to ensure that there is a clear path to other qualifications in this sector? <i>Show the career map here to reflect the clear progression</i></p> <p>Career path in the agriculture sector is generally in terms of activities done & ownership of responsibility because they are primarily self-wage employment/ entrepreneurship roles.</p> <p>However, there are occupations in the organized segment (Agri Industries) in which career pathway has been identified as illustrated below (Annexure 1)</p> <p>Annexure 1: Career Map of Farm Workshop Service Manager</p>
----	---



Please attach most relevant and recent documents giving further information about any of the topics above.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.